



CSSE PROFESSIONAL DEVELOPMENT COURSES

GST/HST TAX EXEMPT REGISTRATION FORM

ELIGIBILITY REQUIREMENTS:

In order to be eligible for a GST/HST tax exempt course registration, your registration **must be requested and paid by** an entity with a CRA Tax Exempt status and number.

- **ONE REGISTRATION:** All sections (A to D) of this form must be completed and submitted to helpdesk@csse.org a minimum of 11 days prior to event start date – incomplete forms will delay registration.
- **MULTIPLE REGISTRATIONS:** Section A and billing sections C & D of this form must be submitted to helpdesk@csse.org with a list of registrants and contact information a minimum of 11 days prior to event start date. Registration list must include all fields noted in the Registrant Information (Section B) below.
- **REGISTRATION FOR MULTIPLE COURSES:** Submit one form per course.

REGISTRATION RATES:

CSSE Member Tax Exempt Rate: \$749.00

Non-Member Tax Exempt Rate: \$949.00

SECTION A: COURSE SELECTION

Course Name: _____ Dates: _____

SECTION B: REGISTRANT INFORMATION

Registrant Name: _____ CSSE Member Yes No

Address: _____

City: _____ Prov: _____ Postal: _____

Email: _____ Tel: _____

Dietary Restrictions: _____

SECTION C: BILLING INFORMATION

Entity/Company Name: _____

Billing Contact Name: _____

Billing Address: _____

Billing City: _____ Billing Prov: _____ Billing Postal: _____

Billing Email: _____

Billing Tel: _____ GST/HST Tax Exemption Number: _____

SECTION D: PAYMENT METHOD

Please indicate your preferred payment method. An invoice will be provided once registration is complete.

Cheque - PO # _____

Credit Card

EFT