

THE MEDIATION CENTRE OF SOUTHEASTERN ONTARIO (MCSO)
ALTERNATIVE DISPUTE AND CONFLICT RESOLUTION PROGRAM
Spring 2012 Registration Form

Section I: Personal Information

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|---|-------------|------------|
| _____ | | |
| Name (first) | (last) | (init.) |
| _____ | | |
| Company or Organization (if applicable) | | |
| _____ | | |
| Street Address | | City |
| _____ | | _____ |
| Province | Postal Code | |
| _____ | _____ | |
| Work Number | Extension | Fax Number |
| _____ | _____ | _____ |
| Home Number | Email | |
| _____ | _____ | |

Section II: Registration

I am registering for:

- [] **Course on Dealing with Conflict in the Municipal Business Environment and the Workplace [Enrolment limited to 30 Registrants]**
Wednesday, May 23 to Friday, May 25, 2012. (3 days)

Registration Fee \$ 1,175.00 + HST = \$ 1,327.75
Early Registration Fee (by April 30, 2012) \$ 1,075.00 + HST = \$ 1,214.75

Payment by cheque or money order payable to the Mediation Centre of Southeastern Ontario. Upon request the payment arrangement can be by Invoice. Fees should ordinarily be paid, or arrangements for payment confirmed, by the Wednesday prior to the beginning of the Course (MCSO's Contract Date with the Conference Centre).

Registration Information

The Registration Fee includes full noon meal, and morning and afternoon refreshments, for each of the three days of the Course. Sessions start at 8:45 a.m. on each day. A Certificate of Full Participation will be issued to Registrants. ***All sessions are at the Queen's University Donald Gordon Conference Centre, 421 Union Street, Kingston.***

Registrants wishing to cancel prior to the Wednesday before the Course will be issued refund cheques, less a \$50.00 administration fee. Every effort will be made to accommodate difficulties that arise later. NSF cheques will be subject to a \$50.00 administration fee. Registrations can be sent by FAX or Email.

Please forward payment to:
The Mediation Centre of Southeastern Ontario P.O. Box 29023, Portsmouth PO,
Kingston, K7M 8W6

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| For more information, contact The Mediation Centre at Tel: 613-546-6334, Fax: 613-544-5642 or visit www.mediatecentre.com |
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