



SuccessWare®21 On-Line Training Registration Form

THIS FORM MUST BE FAXED OR EMAILED TO SUCCESSWARE

Fax # (716) 565-2328

Email: customerservice@successware21.com

ALL CLASSES ARE AT 2PM-3:30PM Eastern - Unless Noted Otherwise

Select which class(es) you'd like to attend:

“Customer Service Essentials” – (2-day Class)

Wednesday, April 8th – Thursday, April 9th \$249 – (Includes both days)

“Setting Up Inventory” – (1-day Class)

Tuesday, April 21st - \$149

“Processing Inventory” – (2-day Class)

Wednesday, April 22nd – Thursday, April 23rd \$249 – (Includes both days)

SPECIAL! Take Both Inventory Classes for A Special Price of \$299!

“Accounts Receivable Overview & Processing” – (2-day Class)

Wednesday, May 6th – Thursday, May 7th - \$249 – (Includes both days)

“The SuccessWare®21 Account Register” – (1-day Class)

Wednesday, May 13th - \$149

“Managing Equipment & Warranties” – (1-day Class)

Thursday, May 14th - \$149

“Creating & Managing Agreements” – (2-day Class)

Wednesday, May 20th – Thursday, May 21st – (Includes both days)

We need to know who will be attending the class, so we can send that person an e-mail with all the information they will need to log-in. Please note that you are only authorized to log-in from one computer station.

Company Name: _____

Name of attendee: _____ Phone: _____

Email address of person attending the online class: _____

Select how you'll be paying:

- Use Existing Credit Card on File
- Alternate Payment Method (please complete billing info below)

Due to PCI Compliance regulations we will no longer be able to accept credit card information electronically via fax or email. ONLY provide the LAST 4 DIGITS of the card number to be charged. Please be advised that by signing this form you are authorizing us to charge the credit card you will be providing. If we do not hear from you with the remainder of the card number, we will contact you to obtain the rest of credit card number prior to the class. Please provide a direct contact name and phone number below. Thank you.

Name on Credit Card: _____ Authorized Signature: _____

Last 4 Digits of Credit Card: _____ Exp. Date: _____ Phone: _____

Billing address for Credit Card: _____ Zip: _____

Be sure you check your email. After we have received this registration form, we will email you a confirmation email generally within 24 hours confirming you have a spot in the class.

NOTE: You will receive your class invitations the Monday before each class you've registered for. These will be sent to the email address that you listed above. These emails will contain instructions related to the class you will be attending, and the links needed to log in as well. Please do not wait until the day of the class if you do not see these emails from us. Call us immediately. Also note, the classes are NOT recorded, they are live instruction. Remember these classes are limited to just 25 companies. First come, first served! Due to the limited capacity and to keep the costs low to our clients, your credit card will be processed upon confirmation and all registrations are final. Cancellations and reschedules are not available.

9276 Main St., Bldg 2 • Clarence, New York 14031

Phone 716 565-2338 • Fax 716 565-2328

www.successware21.com