



International Right of Way Association
 19210 South Vermont Avenue, Building A, Suite 100
 Gardena, CA 90248

Registration Form

To register and pay by credit card, please register online using our secure extraweb or complete this form and fax to IRWA Headquarters at: (866) 388-7419 or scan and email to adams@irwaonline.org.

To register and pay by check, please complete the form and mail with payment to IRWA Headquarters Office.

Your Information

Name:	
Title:	
Membership #	
Company:	
Address:	
Address 2:	
City:	
State/Province:	
Zip/Postal Code:	
Phone:	
Fax:	
E-mail:	

Course Information

Course Number:	
Course Dates:	
Course Location:	
Member Registration Fee:	\$
Non-Member Registration Fee:	\$
Late Registration if applicable:	\$
Total:	\$

Please confirm my registration by: Fax E-mail

Check: CC Type: Visa MC AmEx

Card Number:	
Expiration Date:	
Name (as it appears on card):	

Signature: _____

Amount to be charged: _____

Class Cancellation & Tuition Refund Policy

Cancellation Policy: All classes scheduled by IRWA are subject to cancellation. All class registrants are encouraged to contact the Course Coordinator prior to making travel arrangements, keeping in mind that the class may be canceled at any time (for reasons including, but not limited to, insufficient registration, Facilitator emergencies or other issues beyond the control of the chapter and/or IRWA). Fully liquidated damages for any losses incurred by a class registrant are limited solely to a refund of the registrant's prepaid class tuition. IRWA and its chapters assume no other registrant liability resulting from class cancellation.

Refund Policy: Written notification of intent to cancel registration must be received by both the Course Coordinator and Headquarters Education Staff (education@irwaonline.org) prior to the class start date in order to be eligible for a tuition refund. A **full tuition refund** will be issued if notice is received 15 days or more prior to class start date; a **75% refund** will be issued if notice is received less than 15 days prior to the class start date; and **no refund** will be issued for notice received on or after the class start date.

For additional information about IRWA courses, please visit our website at www.irwaonline.org or e-mail education@irwaonline.org.