



“Confidently leading others to the places they’ve seen in their dreams!”

Make it Happen ²⁰²² Program Registration Form

Please complete form and submit via email to: thestartingpointproservices@gmail.com

REGISTRANT INFORMATION			
Contact Name		Year Born	
Email		Phone	
Permanent Mailing Address			
Are you registering a group	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please fill out group registration information		
PROGRAM INFORMATION			
Preferred Session	<input type="checkbox"/> Afternoon Session (2:00 pm – 4:00 pm) <input type="checkbox"/> Evening Session (6:00 pm – 8:00 pm)		
Registration (A = Adults & YA = Young Adults)	<input type="checkbox"/> Early Bird: A \$200/ YA \$150 (Before 11:59:59 pm, Apr 8, 2022) <input type="checkbox"/> Regular: A \$250/ YA \$200 (From 12:00:00 am Apr 9 – 11:59:59, Apr. 22, 2022) <input type="checkbox"/> Drop-in: A \$35 / YA \$25 (After 12:00:00 am Apr. 23, 2022)		
Drop-in Session Registration information			
Drop-in's PLEASE NOTE: It is recommended to participate in Session 4- Identify Barriers if you're registering for Session 5 – Overcome Obstacles.			
Discount Registration information (Check all that apply)	<input type="checkbox"/> Elder (60+)	<input type="checkbox"/> Student	<input type="checkbox"/> Penticton Indian Band member
	<input type="checkbox"/> Low/ No income	<input type="checkbox"/> Tk'emlúps te Secwépemc member	
NOTE: You may be asked to verify discount details for student/ band member.			
BILLING INFORMATION			
Contact Name			
Organization			
Method of Payment	<input type="checkbox"/> Cash	<input type="checkbox"/> Cheque	<input type="checkbox"/> Online via website
	<input type="checkbox"/> E-transfer (E-transfer to thestartingpointproservices@gmail.com)		



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Print Name		Date	
Signature			
<input type="checkbox"/> I have read and agree to the Terms and Conditions (see attached)			

GROUP REGISTRATION INFORMATION

Group – Organization Name: _____
 Key Contact for Group: _____

Registrant 1 Name		Year Born	
Registrant 1 Email			
Registrant 2 Name		Year Born	
Registrant 2 Email			
Registrant 3 Name		Year Born	
Registrant 3 Email			
Registrant 4 Name		Year Born	
Registrant 4 Email			
Registrant 5 Name		Year Born	
Registrant 5 Email			
Registrant 6 Name		Year Born	
Registrant 6 Email			
Registrant 7 Name		Year Born	
Registrant 7 Email			
Registrant 8 Name		Year Born	
Registrant 8 Email			
Registrant 9 Name		Year Born	
Registrant 9 Email			
Registrant 10 Name		Year Born	
Registrant 10 Email			

NOTE: Group Seat registration are transferrable.
 Refer to cancellation / credit policy for cancellation, credit or no shows.



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Terms and Conditions

Booking & Registration Information

Please complete attached registration form and submit by email to The STARTING POINT:
thestartingpointproservices@gmail.com

Select Preferred Session

Indicate preferred session on your registration form in order of preference when booking or registering with the STARTING POINT Professional Services.

Maximum Registration:

Each session has a maximum registration limit. Once Max. is reached no more registrations will be accepted for that session.

Minimum Registration:

Each session has a minimum registration number.

Minimum registration must be received by 2:00 PM on Apr 20, 2022 to continue as planned.

If registration minimum is not reached both sessions will be merged into the session with the higher registration numbers.

If a session is merged with another and registrant is not available during new session time slot, full refund (or credits) will be issued to registrant.

If sessions are cancelled due to low registration - full refunds (or credits) issued.

Terms of Payment

Payment must be made in full (100%) at time of registration to hold seat.

Once payment is received by the STARTING POINT Professional Services your organization/ contact person will receive a confirmation email with a receipt and additional details specific to your registration.

Payment Options

Cash, Cheque, Money Order, Credit Card (via website only) or E-transfer to
thestartingpointproservices@gmail.com

Note: Cheques only accepted by businesses/ organizations. Personal cheques not accepted.

Payment Information

Early Bird (E.B.) Rates (A -\$200 & YA-\$150) ends 11:59:59 PM on Apr 8, 2022.

Regular (R) Rates (A -\$250 & YA-\$200) apply from 12:00:00 AM on Apr 9, 2022 to 11:59:59 PM on April 22, 2022

Drop-in Rates (A-\$35 & YA-\$25) apply after 12:00:00 AM on April 23, 2022 each session. (A = Adult & YA = Young Adult)

Discount Rates

Elders/ Students	E.B. \$125 or R \$175
PIB/ TteS Member	E.B. \$100 or R \$125

Group Rates for groups, families, communities, businesses, organizations...

Groups of 2-5	E.B. \$150/ pp or R \$200/ pp
Groups of 6-10	E.B. \$125/ pp or R \$175/ pp
Groups of 11+	E.B. \$100/ pp or R \$150/ pp

Please contact Victoria via email at:
thestartingpointproservices@gmail.com

Session Information & Details

Duration Each session is approximately two (2) hours in length and held on Mondays.

Afternoon Sessions are from 2:00 pm to 4:00 pm.

Evening Sessions are from 6:00 pm to 8:00 pm

Online Sessions will be held via ZOOM.

ZOOM log in and access codes will be sent to registrants via email once registration is received and payment confirmed.

Group Registrants using group rates MUST provide key contact on registration form.

- **Key Contact** MUST submit first & last names in writing for registrants (no later than 2:00:00 pm Weds. Apr 20, 2022) to access ZOOM log in.

Cancellation/ No Show Policy applies for groups



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Non-Payment

If payment is not received within ten (10) business days of completion, The STARTING POINT Professional Services will follow up with an email & re-submit an invoice with the outstanding balance.

If the final payment is not received within twenty (20) business days of completion, The STARTING POINT Professional Services will contact the organization management and/ or financial officers to inquire about payment.

After thirty (30) days of non-payment The STARTING POINT Professional Services will take actions deemed necessary in order to receive payment.

Cancellation Policy

Notice of Cancellation must be made in writing to thestartingpointproservices@gmail.com to request & receive refund or credit.

72 Hour Notice (no later than 2:00:00 pm Fri. Apr 22, 2022) written request must be given for full refund or credit towards another session of equal or lesser value.

48 Hour Notice (no later than 2:00:00 pm Sat. Apr 23, 2022) written request must be given for partial 75% refund or credit towards another session of equal or lesser value.

24 Hour Notice (no later than 2:00:00 pm Sun. Apr 24, 2022) written request must be given for partial 50% refund or credit towards another session of equal or lesser value.

No Shows are non-refundable.

No Shows Partial credits (30- 50%) may be applied for by groups only and granted at the discretion of Program Manager. Partial Credit requests for NO SHOWS must be made in writing to within 24 hours of program to:
thestartingpointproservices@gmail.com

Refund Policy

Refunds will be made within ten (10) business days following sessions as a cheque for businesses/ organizations/ groups & upon written request, via e-transfer to individuals/ families. Refunds will only be made to Key Contact listed on group registrations.

Credit Policy Credits are given to clients in place of monetary refund for cancellations. Credits are transferrable but non-refundable.

No Shows:

Registrants who have confirmed their booking with The STARTING POINT Professional Services and do not show up for their confirmed date and time and have not submitted their cancellation request in writing by email a minimum of twenty-four (24) hours prior to booking are not eligible for refund/ credit.

No Shows are non-refundable.

No Shows Partial credits (30-50%) **may** be applied for by groups only and granted at the discretion of Program Manager. Partial Credit requests for NO SHOWS must be made in writing to Victoria within 24 hours of missing program:
thestartingpointproservices@gmail.com

Rescheduling Your Booking

To reschedule your booking using credit where *applicable* please contact the STARTING POINT Professional Services via email:
thestartingpointproservices@gmail.com

By submitting payment and completed registration form you are agreeing to the Terms and Conditions as outlined.

Please Note: All Cheques payable to:
The STARTING POINT PROFESSIONAL SERVICES

Mail to: Victoria Jaenig, The STARTING POINT
153 Speetlum Place
Penticton, BC V2A 0E3

In Person: Pickup/ Drop off available if applicable

E-transfers accepted to:
thestartingpointproservices@gmail.com

For more information

Please refer to our website for latest and most up-to-date information about this program by going to www.the-starting-point.com