

Registration Form

## Iron & Steel Preservation Conference

Lansing Community College is offering a 3-day conference Iron & Steel Preservation on March 7, 8 and 9, 2011. The conference will be held at Lansing Community College West Campus at 5708 Cornerstone Dr., Lansing, MI 48917. Please make sure you have the following casual working attire: long sleeve shirts, long pants & substantial shoes.

Please  your program choice.  Day 1 only: \$175.00  All 3 days: \$350.00 by **February 25, 2011**.  
 Day 1 only: \$195.00  All 3 days: \$370.00 **After February 25, 2011**

Name\* \_\_\_\_\_ Date of Birth (Month/Day/Year)\* \_\_\_\_\_

Company/Organization\* \_\_\_\_\_ Primary Phone (Include Area Code)\* \_\_\_\_\_

Home Address\* \_\_\_\_\_ E-mail Address\* \_\_\_\_\_ *\*Required Information*

City\* \_\_\_\_\_ State\* \_\_\_\_\_ Zip\* \_\_\_\_\_

Ethnic Background (Optional)\*\*  American Indian or Alaska Native  Hispanic or Latino (All other races)  Asian Gender  Male  
 Black or African American  Native Hawaiian or Other Pacific  White (Optional)  Female  
 Hispanic or Latino (White) Islander  Others

\*\* This information is optional and voluntary and will be held in confidence. Lansing Community College complies with all federal and state requirements, which include collecting this information.

Method of Payment:

Check  Visa  MasterCard  Company Letter of Authorization

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ CVV (3 digits on back of card) \_\_\_\_\_

**Register in any of these ways:**  
 (1) By Phone: 517-483-9853  
 (2) By Fax: 517-483-9805  
 (3) By mail: Please mail completed registration form to:  
**Lansing Community College**  
**MC 6000W-Registration**  
**PO Box 40010**  
**Lansing, MI 48901-7210**

Cardholder's Name (Printed) \_\_\_\_\_ Cardholder's Signature \_\_\_\_\_ **Total Due:** \_\_\_\_\_

Make Checks Payable to: **Lansing Community College**

**Refund and Cancellation policy:** We will notify you by phone or mail if a course is canceled by LCC. A full refund will be sent to you. No further action on your part is required to receive a refund for classes canceled by LCC. **If you must drop a workshop, the following guidelines apply:**

<b>Period relative to the first day of class:</b>	7 working days (or more) before	2 to 6 working days before	1 working day before, or later
<b>Amount of Refund:</b>	100% refund	50% refund	0%

There is a room block for participants at the Quality Suites of Lansing, at 901 Delta Commerce Dr., Lansing, MI 48917. The cost is \$70 per night. Please contact the hotel directly at (517) 886-0600. Lance Margrif is the Sales Manager with whom you should speak.