



INTERNATIONAL
ECONOMIC DEVELOPMENT
COUNCIL

The Power of Knowledge and Leadership

2022 Training Course Registration Form

Maryland Economic Development Association (MEDA)

Course: Business Retention & Expansion

Course Date: February 10-11, 2022

Attendee Information

Name:	Title:	
Name:	Title:	
Name:	Title:	
Organization:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Membership Status

IEDC/MEDA Member Non-Member Partner Code: **MEDA22**

Payment Information

		Total
IEDC/MEDA Member	\$505	
	# of Attendees:	
	Total Enclosed:	

<input type="checkbox"/> Check	Check #:
<input type="checkbox"/> Purchase Order	PO #:

Send form and payment to:

IEDC

PO Box 759219

Baltimore, MD 21275-9219

Email form to: prodev@iedconline.org

REGISTRATION POLICIES

Registration Deadline

After the late registration deadline, registrations will only be accepted on a space available basis. Call the course registrar to check availability at (202) 223-7800. Such registrants will not be included on the attendee list and will receive the course certificate by mail after the event.

Payment Policy

All fees must be paid prior to the beginning of the course. Original copies of government purchase orders are accepted. All unpaid balances must be paid on-site by check, credit card or original government purchase order prior to entrance into the course. No exceptions. Payments can not be taken by phone.

Cancellation & No-Show Policy

Refunds less a \$75 cancellation fee will be issued for all cancellations received in writing to fax: (202) 223-4745 or prodev@iedconline.org at least 10 business days prior to the course – please allow 3-4 weeks. All registrations regardless of payment status are subject to the \$60 cancellation fee. No refunds or credit transfers to a future course will be issued for cancellations received within 10 business days of the course. Telephone cancellations are not accepted. Attendee substitutions for a course may be made at any time prior to the course. Registrants who do not cancel and fail to attend a course are responsible for full payment.

Group Discount

Organizations registering three (3) or more individuals for an IEDC course are eligible for a 10% discount off the applicable registration rate for each attendee. To take advantage of the discount, all course registrations must be submitted at the same time.

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