

## Policies

### Registration

Each session is limited to 9 participants, so please contact us to verify that space is available. We accept registration forms at any time, but we can only guarantee your space in the course when we receive payment in full.

### Payment and Costs

The cost of the three (3) day tutorial is \$1,470. The cost of the additional one (1) day covering FRED's scripting language is \$520.

Full payment must be made no later than two weeks prior to attendance. We accept VISA™, MasterCard™ and American Express. **We do not accept purchase orders.**

### Course Times and Location

Course times are 8:30 a.m. to 5:00 p.m. daily at the offices of Photon Engineering, 310 S. Williams Blvd #222, Tucson, Arizona.

### Computer Requirements

Participants must bring their own laptop computer suitable for running FRED. If you are unable to do so, Photon Engineering provides rentals for an additional fee of \$300.

### Transportation, Accommodations, and Meals

Transportation, hotel accommodations, and meal expenses are not included in the course fee. Participants are responsible for making their own arrangements. Please call the Courtyard by Marriott at the Tucson Williams Center at (520) 745-6000 or the TownePlace Suites at the Williams Center (520) 747-0720 to make reservations. Call or email our office for a list of other hotels in the area.

Participants who choose to stay at the Courtyard receive a discounted rate if they mention that they are attending a course in the Williams Center. Participants who choose to stay at the TownePlace Suites should ask for the neighborhood rate.

Tuition does include a continental breakfast and an afternoon snack.

### Cancellation

Registrants who request cancellation fourteen (14) or more days prior to the course start date are entitled to a full refund or can receive credit toward a course to be used within the following year.

Course fees are not refunded if the registrant cancels less than fourteen (14) days prior to its start date. In these cases, paid fees are credited toward a future course and a \$200 cancellation fee is due upon cancellation.

We reserve the right to reschedule or cancel a course up to **two weeks** before its start date for any reason. If we need to exercise that right, your entire fee will be promptly refunded.

To register, please complete the following 2-page form and return via email or fax to:

Attn: Donata Pfisterer - Sales and Marketing  
Email: [fredtutorials@photonengr.com](mailto:fredtutorials@photonengr.com)  
Fax: 520-733-9609

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Please provide the following information:

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Country: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Please check the class or classes (if additional scripting day applies) you are registering for:

3-day FRED Tutorial			1 day FRED Scripting	
\$1,470	February 26 – 28, 2019	and/or	\$520	March 1, 2019
\$1,470	July 23 – 25, 2019	and/or	\$520	July 26, 2019
\$1,470	November 5 – 7, 2019	and/or	\$520	November 8, 2019

Please indicate which applies:

I am bringing a laptop.

I am NOT bringing a laptop (\$300 fee).

I am bringing my own FRED hardware key.

I am NOT bringing my FRED hardware key.

*Please continue to the next page to provide your credit card information.*

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Please provide your credit card information:

Company Name: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Type of Credit Card:                      VISA                      MasterCard                      American Express

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Credit Card Holder Name: \_\_\_\_\_

Credit Card Business Name: \_\_\_\_\_

Credit Card Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Name of person to contact with any credit card questions:

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Name of person to receive emailed paid invoice, if different from above:

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_