

Online Training Program Multiple Registrants Commitment Agreement

Please complete all fields requested below, which can be completed in Word by clicking on the highlighted yellow text and entering your information. Agreements (including number of registrants and payment information) must be received by ACC at education@acconline.org **no later than 72 hours prior to the start of the training program.**

Company Information:

Company Name: [Click or tap here to enter text.](#)

Contact: [Click or tap here to enter text.](#)

Title: [Click or tap here to enter text.](#)

Email: [Click or tap here to enter text.](#)

Telephone: [Click or tap here to enter text.](#)

Company Address: [Click or tap here to enter text.](#)

City: [Click or tap here to enter text.](#)

State/Province: [Click or tap here to enter text.](#)

Zip/Postal Code: [Click or tap here to enter text.](#)

Company Commitment Agreement

Name of ACC Institute Online Training Program: [Click or tap here to enter text.](#)

Date of Training Program: [Click or tap to enter a date.](#)

We commit to a total of:

ACC Members: [Choose an item.](#)

Non-Members: [Choose an item.](#)

We understand that we are receiving a multiple registrant discount in exchange for this Company Commitment Agreement, and that:

1. Our company will submit the Company Commitment Agreement with the number of attendees and payment information to ACC at education@acconline.org **no later than 72 hours prior** to the start of the training program;
2. Upon the processing of our credit card payment, ACC will email our company contact person a discount code to use when registering our paid company participants in GoToTraining;

3. All registrants agreed to as part of this agreement must be registered in GoToTraining for the training program **no later than 48 hours prior** to the start of the training program, using the discount code provided by ACC;
4. Paid registrants included in this Company Commitment Agreement are eligible to receive PDH credits and a certificate of completion, provided they: (1) are state licensed and eligible for PDH credits; (2) provide their name, title, company work address, and company email in GoToTraining when registering; (3) log-in to the training program using the unique link assigned upon registration; (4) attend for the entire duration of the training program, as PDH credit is not issued for partial attendance; and (5) complete and submit the evaluation form within 48 hours following completion of the training program; and
5. All registrations and payments agreed to in this Company Commitment Agreement are **non-refundable**, and **non-transferable** to another ACC Institute online training program or ACC conference, symposium, summit or workshop.

Please Initial:

☐ VISA ☐ MasterCard ☐ American Express ☐ Discover

Card Number:

Expiration Date:

Security Code on Card:

Name on Card:

Billing Address:

City:

State/Province:

Zip/Postal Code:

Name **AND** Email Address to Send Credit Card Payment Receipt:

Name of Authorized Company Representative:

Signature:

Date:

Please email completed form to education@acconline.org. If you should have any questions, please do not hesitate to contact us at (703) 479-8862.

**Airport Consultants Council (ACC)/ACC Institute, 908 King Street, #100, Alexandria, VA 22314
(703) 683-5900, www.acconline.org**