



**BUSINESS PARTNER TECHNICIAN CERTIFICATION  
TRAINING REGISTRATION FORM**

The dress code is business casual (slacks and polo shirts). *Please, no shorts.*

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

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

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

***Two weeks before the class, Sielox will email a notice as to whether or not the course is being presented\*\*. Once Sielox emails confirmation that the class is being held, all POs will be processed. Any participant who cancels after that time, or is a no show, and cannot provide a replacement, will be billed a \$200.00 cancellation fee.***

***\*\*Any class not having a minimum of ten registrants two weeks prior to the class may be cancelled and participants will be rescheduled to the next available class.***

This training is for Business Partner Employees only. If a Business Partner inadvertently allows an End User to attend this training, End User training rates may be charged.

Purchase Order # \_\_\_\_\_ (include copy with this form)

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

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

Address: \_\_\_\_\_

Phone & Fax number: \_\_\_\_\_

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

Class Dates: First Choice: \_\_\_\_\_ Second Choice: \_\_\_\_\_  
(if first choice is full)

Fax or email this completed form with your Purchase Order to:

**Sielox**  
**170 East Ninth Avenue**  
**Runnemede, NJ 08078**  
**Fax: 856-939-9306**  
**Attn: Denise Marinucci**  
**Phone: 1-800-424-2126, Option 7**  
**Email: [Training@sielox.com](mailto:Training@sielox.com)**