editcetera

## Registration Form for Workshops, Webinars, and Flex Training

To register, complete the following two pages and return them with your check or credit card information to

Editcetera
2034 Blake Street, Suite 5
Berkeley, CA 94704

510-849-1229
info@editcetera.com

Editcetera accepts MasterCard and Visa.

On receipt of your form and full payment, we will send you confirmation of registration along with directions to workshops in the San Francisco Bay Area. Webinar and flex training participants will receive log-in instructions by email from the instructor prior to the first class meeting or the first day of flex training.

Cancellations for Editcetera workshops and webinars must be received by noon three working days before the date of the first session. For flex training, cancellations must be received by noon two working days after the first session materials are received. Call 510-849-1229 to cancel. A $25 processing fee per canceled workshop will be applied to each cancellation received on time. We regret that we cannot allow refunds after the deadline.

A $25 processing fee will be applied to bounced checks.

Please check applicable courses:

### Webinars

_____Introducing MarkMyWords: Using AI to Edit in Microsoft Word, $40

_____Claude for Word: You Direct, It Tracks, $40

### Flex Training

_____Introduction to Copyediting, $375

### Total Due

$_____

*(continued on next page)*

Name

Company (if any)

Phone

Email

Mailing address

City, state, zip

Please check the applicable payment option:

_____ Check payable to Editcetera

_____ Visa _____ MasterCard

Card number _____ _____

Expiration date _____ _____

_____ Editcetera members check here

_____ BAEF members check here

For Editcetera office use only:

*Date:* _____

*Total:* _____

*Approval #:* _____

*Initials:* _____

*Invoice #:* _____