



THE PROFESSIONAL DEVELOPMENT INSTITUTE

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ENROLLMENT FORM All fields are required unless otherwise stated optional

Frequently used e-mail address _____

MD license no. **Exp.** **DC license no.** **Exp.** **VA license no.** **Exp.**

Please print name as it appears on your license *First* *Middle (if applicable)* *Last name*

Home Address: Street name, Apt #/Unit # City

State Zip. Best number to reach you.

Office number # Alternate number Fax # Broker Name

Broker Address (Street) City State Zip

Please check all that apply to you. **Agent /Broker** **Appraiser** **Mortgage lender** Please provide all your license numbers.

Hotel _____ Westfield North Building Wheaton Severna Park Gaithersburg Salisbury Largo

Class: _____ Date _____ Amt _____

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Class: _____ Date _____ Amt _____

Hotel _____ Westfield North Building Wheaton Severna Park Gaithersburg Salisbury Largo

Class: _____ Date _____ Amt _____

TOTAL

COST: Please see class listing for tuition. **EARLY PAYMENT DISCOUNT:** Discount applies when payment is received at least one business day before the day of the class. **CERTIFICATE POLICY:** To receive a certificate at the end of class, please pay by credit card or money order at least one business day before the class. All agents: A \$15.00 search fee per certificate is required in advance if a replacement certificate is requested more than seven days after the class date. Under no circumstances will replacement certificates be provided if your name is not on the sign-in sheet. DC Agents: A \$15.00 fee per certificate will be imposed if we cannot bank your credit hours because the information you provide on the sign-in sheet is incorrect or illegible. **TIMELINESS:** You must attend the entire class to receive a completion certificate. Late arrivals will not be admitted. **REFUND AND TRANSFER:** You may transfer to another class or receive a refund, less a \$10.00 processing fee per class, if you notify PDI three or more business days before the day of class; none thereafter. No transfers or refunds if you are not admitted to class due to lateness, or you are not present in class the full-required time. **PAYMENT METHODS: In advance:** money order, cashiers check, Visa, MasterCard, and American Express. **Walk-ins:** Payment will be accepted in form of money order, and cashier's check only. Credit card will be accepted at our administrative office only during our office business hours, Monday through Friday 8:30am-5:00pm. We do not accept personal or company checks at any time. Please fax enrollment form to 301-949-5441, or mail form and payment to THE PROFESSIONAL DEVELOPMENT INSTITUTE 2730 University Blvd. Ste 200 Wheaton, MD 20902. For online registrations, please visit our website at www.pditraining.net

Payment Methods: MC/ Visa/ Amex Exp. Date _____
Auth. signature _____ Money Order Enclosed

By signing above, I authorize PDI to charge the amount shown above plus ANY late fees associated with this transaction.
Ex. Late registration fees, Walk-ins, transfers but not limited to these examples.

