



Class Registration Form

PLEASE CHECK ALL BOXES THAT APPLY

- LYRASIS Member
- LYRASIS Non-Member
- Library Science Student (Please attach a photocopy of your Student ID to this form)

REGISTRANT INFORMATION

Name: _____ Title: _____

Institution: _____ Symbol: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Do you require ADA accommodations? Yes No

Class Name: _____ Class Date: _____

To be held at: _____ Class Fee: _____

Promo Code: _____

METHOD OF PAYMENT

- | | |
|--|---|
| <input type="checkbox"/> Bill Institution | <input type="checkbox"/> Subscription/Debit Account |
| <input type="checkbox"/> Institutional Check | <input type="checkbox"/> Host Site |
| <input type="checkbox"/> Personal Check | <input type="checkbox"/> Separate Invoice Required |

MAIL OR FAX YOUR REGISTRATION TO:

LYRASIS
 1438 W. Peachtree Street NW
 Suite 200
 Atlanta, GA 30309-2955
 Attn: Educational Services

FAX registrations to 404.892.7879.

Faxes are acceptable when fees are to be deducted from subscription/debit accounts or if member organizations are to be billed. Please make checks payable to: LYRASIS.

ADDITIONAL IMPORTANT INFORMATION

CREDIT CARDS: To ensure the security of your credit card number and other personal information, LYRASIS can accept credit card payments only through its secure online registration system: www.lyrasis.org.

Registrations should be received by LYRASIS at least two (2) weeks prior to the class date. Those received after the deadline will be accepted only as space permits and must be confirmed by calling 800.999.8558, ext 4918. Late registrations will be assessed a \$25 late processing charge. To qualify for the early bird discount (\$10 off), registration must be postmarked or faxed no later than three (3) weeks prior to class date. If you haven't received a confirmation letter a week before the class date, please call us at 800.999.8558, ext. 4918, 4896, or 4826. Your registration may not have made it to our Registration Department.