

Your business is/will be located in what city and state or country _____

Refund Policy - If accepted into this program, the participant understands that the tuition will secure a space in the Etiquette Certification Program. If the participants must postpone/cancel attendance, the participant may receive the tuition, minus \$250.00. This is a non-refundable administrative fee. Postponements/cancellation must be in writing 10 weeks prior to the program or participants are liable for the entire fee.

Transfer Registration Policy - If a participant needs to transfer registration to a future program, their tuition will be applied with a \$300.00 transfer fee.

Cancellation Policy- The Charleston School of Protocol and Etiquette reserves the right to cancel the certification program if circumstances beyond their control forces this to happen. If this occurs, a full refund will be given to all paid participants, within 30 days of scheduled start date.

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not being accepted into the program. I authorize the verification of any or all information listed above.

Signature _____ Date _____

The interview process will take place starting in February for the program beginning in May 2009. Please fill out the interview application and fax to: (843) 207-1024 or mail to:

The Charleston School of Protocol and Etiquette, Inc.
P.O. Box 41113
Charleston, SC 29423