



# Training Class Registration

Register online: [www.sdgirlscouts.org/events](http://www.sdgirlscouts.org/events)

INSTRUCTIONS

- **Registration for all classes closes 5 days prior** to scheduled class date.
- **Hardcopy** registration is only accepted at the Balboa office via fax/mail/drop-off. Online registration is available for all training classes.
- **Walk-in registration is not permitted at any class/event/camp.** Every effort will be made to get you into your class. Please no crashing.
- **Confirmations** are sent via e-mail. If you have not received a confirmation, then you are not registered for the class.
- **For registration** assistance contact [customercare@sdgirlscouts.org](mailto:customercare@sdgirlscouts.org) or (619) 610-0821
- **For general information** contact [training@sdgirlscouts.org](mailto:training@sdgirlscouts.org)
- **Childcare is not provided at any training class.** We are unable to accommodate children in our classes.

Please note it takes several weeks for the committee to review requests for financial assistance. Please submit several weeks prior to training.

REGISTRANT INFO

First name \_\_\_\_\_ Middle initial \_\_\_\_\_ Last name \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone (day) (\_\_\_\_\_) \_\_\_\_\_ Phone (evening) (\_\_\_\_\_) \_\_\_\_\_

I do not have access to email. Please call with registration confirmation.

Troop Number \_\_\_\_\_ Do you need any specific accommodations \_\_\_\_\_

CLASSES

Class date	Class name	Location	Fee
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
			TOTAL _____

AID

### Financial Assistance:

Total Cost \$ \_\_\_\_\_ Family Contribution \$ \_\_\_\_\_ Troop/Group Contribution \$ \_\_\_\_\_

TOTAL FINANCIAL ASSISTANCE REQUESTED \$ \_\_\_\_\_

**Note: Girl Scout training expenses are an appropriate use of troop or service unit funds for registered adults.**

POLICY

### Refund/Cancellation/Transfer Policy:

- **Cancellations** are required in writing 5 or more days in advance. **No exceptions to this policy** are possible for “Let’s Have A Campfire”, “Let’s Cook Out”, or “Let’s Tent” classes as we purchase perishable food for attendees.
- **Fees** may be transferred to training within the same calendar year.
- **All credit card payments** will be credited back to card used for original payment.

PAYMENT INFO

\$ \_\_\_\_\_ Cash  
 \$ \_\_\_\_\_ Check (payable to Girl Scouts)  
 \$ \_\_\_\_\_ Financial Aid  
 \$ \_\_\_\_\_ Credit Card  
VISA, MasterCard, Discover, AmEx

Name on Credit Card \_\_\_\_\_  
 Credit Card # \_\_\_\_\_ Expiration Date (MM/YY) \_\_\_\_\_  
 Signature \_\_\_\_\_  
Your signature above signifies your agreement to allow Girl Scouts San Diego-Imperial Council, Inc. to charge the above amount to your credit card. You agree to pay this amount pursuant to the agreement you have with your credit card provider.

SUBMIT

Return completed form and payment  
 EMAIL  
[customercare@sdgirlscouts.org](mailto:customercare@sdgirlscouts.org)

DELIVER/DROP-OFF  
 GSSD Balboa Campus  
 Attn: Customer Care  
 1231 Upas Street, San Diego, CA 92103

MAIL  
 Girl Scouts San Diego  
 Attn: Customer Care  
 1231 Upas Street, San Diego, CA 92103

QUESTIONS? Email  
[customercare@sdgirlscouts.org](mailto:customercare@sdgirlscouts.org)