

# ICD.D Registration Form

**\$950.00 ICD.D MEMBER RATE**

Course Location

Course Date

## CONTACT DETAILS

Participant Name

Title

Company/Firm

Address

City

Prov/State

Postal Code

Telephone No

E-mail address

**TWO EASY WAYS TO REGISTER** Fax: **416.593.0636** or E-Mail: **education@icd.ca**

### CANCELLATION POLICY

Refunds will be given for cancellations received in writing to the ICD no later than 14 days before the start date of the course, and will be subject to an administrative fee of \$250 (plus applicable taxes). No refunds or credits will be provided for cancellations received less than 14 days before the start date of the course. Non-attendance will incur the full course fee. Should the ICD need to cancel or postpone a course offering, applicants will be issued a full refund.

### COLLECTION OF PERSONAL INFORMATION AND PROTECTION OF PRIVACY

For more details visit [www.icd.ca/privacy](http://www.icd.ca/privacy)

### CONTINUING EDUCATION CREDITS

For ICD.Ds this course is worth 8 of the 14 CEUs required annually to maintain the designation. This course may be eligible for CE credits with other professional designation bodies. We encourage you to check the membership organizations to which you belong.

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**PAYMENT** (Please note that payment should include registration fee plus applicable taxes)

ICD.D Member Rate - \$950.00 + tax (see chart below)     VISA     MasterCard     Payment Enclosed  
(Please make payable to the Institute of Corporate Directors)

**APPLICABLE TAXES** (Taxes are based on program location, not the applicant's address)

**AB** 5%    **BC** 5%    **MB** 5%    **NL** 15%    **NS** 15%    **ON** 13%    **QC** 14.975%    **SK** 5%

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Cardholder's Name

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Card Number

Expiration Date

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Signature

**SOCIAL INSURANCE NUMBER**

The Canada Revenue Agency (CRA) requires not-for-profit and educational institutions to include a Social Insurance Number (SIN) with all filings of the T2202 Education and Textbook Amounts Certificate form. The ICD must provide this information to the CRA in order to issue course participants a receipt for income tax purposes.

If you wish to provide this information through our secure webpage, please indicate so below and visit <https://icd.ca/secureSIN>. If you DO NOT require a receipt for income tax purposes, we kindly ask that you click the box below and confirm your decision to decline.

For more information regarding the new CRA requirements, please refer to the [CRA website](#).

- Online Submission  
 OPT OUT – No Tax Receipt Required

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SIN

Applicant's Signature