



BIRMINGHAM ETIQUETTE  
& PROTOCOL ACADEMY

# REGISTRATION FORM

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## STUDENT INFORMATION

Name \_\_\_\_\_ Gender \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (     ) \_\_\_\_\_ Birthday \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

Name of Parent(s) \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Parent's Email Address(es) \_\_\_\_\_

Food Allergies? Yes \_\_\_\_ No \_\_\_\_ If Yes, please explain \_\_\_\_\_

\_\_\_\_\_

Please advise of any other special needs \_\_\_\_\_

\_\_\_\_\_

Photos are taken of the group or classes and may be used for social media or promotional purposes.

Signature of Parent or Guardian \_\_\_\_\_

Please mail completed form to:

Birmingham Etiquette & Protocol Academy, 712 Canyon Creek Lane, Birmingham, AL 35216

Cancellation Policy: If the participants must postpone/cancel attendance, the participant may receive refund of their tuition fee minus \$25.00 administration fee per participant. Postponements/cancellation must be in writing 30 days prior to the program or attendees are liable for the entire fee.

Returned Check Policy: There will be a \$35.00 fee for any returned checks.

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PH. 205.999.1616

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