

CERTIFIED FESTIVAL & EVENT EXECUTIVE Application & Registration Form



Please complete Sections 1-6 on this form to register for the CFEE Certification Program in addition to registering for any element of the CFEE Program. One form per registrant.

Return to: Fax: +1-208-433-9812 • Mail: IFEA 2603 W. Eastover Terrace, Boise, ID 83706, U.S.A. • Phone: +1-208-433-0950

1. APPLICANT INFORMATION:

Organization: _____
 Name Mr. Ms.: _____ Name for Badge: _____
 Position Title: _____ First IFEA Convention Yes No
 Date of Birth (mm/dd/yyyy): _____ Year Started Employment in Festivals & Events Industry: _____
 Ice Breaker: What is one unique fact that people wouldn't know about you? _____
 Address: _____
 City, State/Province, Zip Code: _____ Country: _____
 Phone: _____ Cell Phone: _____
 E-mail: _____ Website: _____

2. ACKNOWLEDGEMENT

In making this application, I fully understand that it is an application for the CFEE designation and I understand I must complete ALL eight (8) of the CFEE Program components as listed on <https://www.ifea.com/p/education/cfeecertification>. I will submit a Final Assessment to The IFEA Academy of Event Education. I further understand, and by my signature, attest that I now and in the future will adhere to the IFEA Code of Professional Conduct and Ethics. I further understand that any false statement or misrepresentation that I may make in the course of these proceedings and application may result in the revocation of this application and the issuance of a complaint of violation on said Standards.

Applicant Signature: _____ Date: _____

3. CFEE CORE CURRICULUM CLASS SELECTION

Please indicate which classes you are registering for.

- Project Management - Presented by Bill O'Toole, CFEE - November 2 & 3, 2021 - 4:00 p.m. - 7:00 p.m. (MDT)**
- Non-Sponsorship Revenue Programs - Presented by Becky Genoways, CFEE - November 9 & 10, 2021 - 4:00 p.m. - 7:00 p.m. (MST)**
- Operations & Risk Management - Presented by Ira Rosen, CFEE - November 16 & 17, 2021 - 4:00 p.m. - 7:00 p.m. (MST)**

4. CFEE FASTTRACK® & INDIVIDUAL REGISTRATION

CFEE FastTrack® Registration:

FastTrack® Registration Fee Includes: All 6 Required Core Curriculum Courses.

If starting Part One of the CFEE FastTrack® - payment is due in full prior to start. If completing Part Two (after successfully completing Part One), please submit registration form, indicating Year Two. No payment is due for year two. Questions? Contact Cindy Lerick, CFEE at cindy@ifea.com.

CFEE FastTrack®

	Member	Non-Member	Total
<input type="radio"/> FastTrack® Part One Registration (Payment Due Prior to Start)	<input type="radio"/> \$600 (USD)	<input type="radio"/> \$995 (USD)	\$ _____
<input type="radio"/> FastTrack® Part Two Registration (No Payment Due. Please Confirm Prior to Registration)	<input type="radio"/> \$0	<input type="radio"/> \$0	\$ _____

CFEE Individual Class Registration:

Please indicate how many individual classes you are registering for/attending.	Qty. _____	Member	Non-Member	Total
		<input type="radio"/> \$195 (USD)	<input type="radio"/> \$395 (USD)	\$ _____

5. CFEE ENROLLMENT/CERTIFICATION FEES (Please submit all monies in U.S. Dollars only.)

CFEE Enrollment Fee

If starting the CFEE Program, this fee must be paid in addition to the Individual Class or FastTrack® Registration Fees.

	Member	Non-Member	Total
<input type="radio"/> \$200 (USD)	<input type="radio"/> \$200 (USD)	<input type="radio"/> \$350 (USD)	\$ _____

CFEE Certification Fee (Final)

This fee must be paid, before CFEE Certification is awarded.

<input type="radio"/> \$250	<input type="radio"/> \$250	<input type="radio"/> \$350	\$ _____
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Promo Code _____ **TOTAL AMOUNT ENCLOSED: \$ _____**

6. PAYMENT: All fees are payable in U.S. Funds. Your registration form CANNOT be processed until payment is received. To ensure that you are pre-registered for the classes, return your signed registration form with full payment 14 days prior to scheduled class date. After that, please call Beth Petersen to make sure your registration has been received at +1-208-433-0950 ext: *816.

Select method of payment: VISA MasterCard American Express Discover Check (make check payable to IFEA)

Print Cardholder Name: _____

Signature: _____

Credit Card Number: _____

Expiration Date: _____ CVN Code: _____ (MC/Visa-3 digit code back) (AMX-4 digit code front)

7. CANCELLATION POLICY: Full refunds will be provided for cancellations made 21 days prior to scheduled class date. After that time there will be no refunds or cancellations made. Please contact Beth Petersen for questions or cancellations (beth@ifea.com or call +1-208-433-0950, Ext. *816).

As a not-for-profit 501(C)6 organization, the IFEA reserves the right to refuse or cancel the registration of any individual or organizational attendee, who, at its sole discretion, may represent/display unprofessional, unlawful, unethical, unsafe, or other actions/positions deemed contrary to the best interests of the IFEA and our global industry. Additionally, the IFEA does not discriminate on any basis including race, sex, age, religion, national origin, sexual orientation or disability. For the complete Code of Ethics, visit www.ifea.com. By registering for and attending the IFEA CFEE Seminar, you provide the IFEA express permission to use your name, photo and/or likenesses in any and all promotional and/or advertising materials in any medium, including the internet.