

Course & Conference Registration



Name _____ Certificate # _____

Firm Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email* _____

**Course confirmation will be sent to your valid email address*

Memberships: ARCPA AICPA
 Other state CPA society _____
 State _____

Special Needs: _____ Dietary Requests _____

CPE Materials

Course fee includes *electronic manual*. The manuals will be available approximately one week prior to each course. We recommend downloading the manuals prior to the course date. After each course, the electronic manuals will be available on the website for 7 days. PRINTED MATERIALS WILL NO LONGER BE AVAILABLE.

Course Title/ Acronym	Date	Fee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Subtotal: _____

****AICPA Discount (if applicable) - _____**

Total Amount Enclosed: _____

*AICPA Discount is \$30 off the course fee and is ONLY for AICPA members on courses denoted with ***

The Early Bird Price applies only when registering at least 14 days prior to the course or conference.

Cancellation Policy:

Full refund, less a \$10 service charge will be made if notice of cancellation is received at least 60 days prior to the course or conference date. Full refund, less a \$25.00 service charge will be made if notice of cancellation is received between 10 and 60 days prior to the course or conference date. NO REFUND WILL BE MADE IF NOTICE OF CANCELLATION IS RECEIVED LESS THAN 10 DAYS PRIOR TO THE COURSE OR CONFERENCE DATE.

Hybrid Event Registrations:

For hybrid events that offer an in-person and virtual option, registration transfers from one option to the other will not be allowed within 7 days of the program.

Registration with payment by mail: ARCPA, 11300 Executive Center Drive, Little Rock, AR 72211-4352

Registration with credit card payment: FAX: (501) 664-8320 PHONE: (501) 664-8739 WEB SITE: www.arcpa.org

Master Card Visa American Express

Card # _____ Expiration Date _____

Signature _____