REGISTRATION FORM
SPONSORSHIP / APPROVAL FORM

Course Name: _____

Location: _____ Course Dates: _____

Full Name of Applicant: _____

The undersigned, on behalf of _____
(the "**Organization**"), acknowledges and agrees as follows:

- the Applicant intends to register for the Course to be delivered by MTO;
- if MTO approves the Applicant's registration in the Course:
  - MTO will invoice the Organization for the applicable registration fee of $_____ (the "**Registration Fees**")
  - the Orgniazation will make all travel and accommodation arrangements required for the Applicant to attend the Course. The Organization will use best efforts to reduce the costs of such travel and accommodations, including by using any discount codes provided by MTO. If MTO makes any accommodation arrangements for the Applicant, the Organization will promptly, on notice from MTO, pay MTO for the costs of such accommodations and do such other acts as may be required to transfer the accommodations into the Organization's or the Applicant's name; and
  - and the Applicant meets all Course requirements identified by MTO at the start of the Course, including completing at least 80% of the Course and not being explused, as determined by MTO in its sole discretion, then MTO will pay the Organization an amount, to be determined by MTO in its sole discretion, based on the costs of the Applicant's travel and accommodation expenses (the "**MTO Municipal Contribution**"). The Organization will provide MTO with any documentation related to such costs as MTO may reasonably request;
- if MTO issues a MTO Municipal Contribution and the Registration Fees have not yet been paid by the Organization, MTO will deduct the Registration Fees from the MTO Municipal Contribution; and
- I have the authority to bind the Organization.

_____	_____
Signature	**Print Name & Position**
_____	_____
Organization	**Date (DD/MM/YYYY)**