



Ashlock Consulting, Inc.

## Renewal Submission Form

Please use this Renewal Form to indicate a renewal of one or more of our Course offerings. Complete this form by attaching a Purchase Order or Credit Card statement for the renewal amount (indicated in your email), as well as a spreadsheet list of the enrollees or School Sites you wish to renew. If you are an individual, you may use this form to request a renewal.

Ashlock Consulting will invoice you once a purchase order has been received, and will extend enrollment for 365 days. Payment is due Net 30. Nonpayment for a purchased order will result in cancellation of your order and all licensing for courses or products.

Please indicate what **Ashlock Consulting Course** you wish to renew:

\_\_\_\_\_

Date: \_\_\_\_\_

Name of Authorized Representative for School Agency **OR** Individual Renewing Course:

\_\_\_\_\_

Title: \_\_\_\_\_

Business Email: \_\_\_\_\_

School Agency: \_\_\_\_\_

School Site: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Business Shipping Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Authorized Representative Signature **OR** Individual Renewing Course:

\_\_\_\_\_

Purchase Order/Credit Card Payment: \_\_\_\_\_

If paying via Credit Card, please submit a PDF that states as such, preferably on school agency letterhead or with your individual information.

Spreadsheet of Enrollees or School Sites: \_\_\_\_\_

If enrolling one person, or if you are an individual, submit a spreadsheet with just your name.

*Please allow 5-7 business days to receive your renewal notice.*