

## Making a Purchase Using a Check/Purchase Order/Request for Invoice

Prior to your registration being processed, please complete all information on this form and submit with payment.

| Purchaser First Name                    | Last Name  |     |
|---|------------|-----|
| Email*                                  |            |     |
| Address                                 |            |     |
| City                                    |            | Zip |
| Home/Cell Phone                         | Work Phone |     |
| Position/Title                          |            |     |
| Organization                            |            |     |
| Number of registrations to be purchased |            |     |

## Mail check, purchase order or invoice with this form to:

American Lung Association Attn: Course Registration 55 W. Wacker Drive, Suite 1150 Chicago, IL 60601

## Send questions, submit purchase orders or request invoices via <u>BreatheWell@Lung.org</u>

For purchase orders, an invoice will be sent upon receipt of the purchase order. Course registration will be processed upon receipt of payment of the invoice.

Upon payment processing, an email will be sent to the \*email address provided on the form. That email will include instructions on how to proceed with the access code.

The purchaser will then follow those instructions or forward the email with the access code to the participating facilitator(s). The facilitator(s) will then go to <a href="https://lung.training/">https://lung.training/</a> redeem.html?product=107 to enter their access code and enter the course. This link is also included in the email.

For Internal Use Only: GL String 4450-30500-09-CP-Corp