



Today's Date: _____

DISTRIBUTOR PROGRAMS

DISTRIBUTOR INFORMATION:

Name

Phone

Nearest Airport

Contact

Signature

email

HOTEL INFORMATION:

Name

Address

City/State/Zip

Phone

Confirmation Number

IT&LY to reserve: yes no

Notes

PROGRAM NOTES:

Technician requested

Date confirmed

Picture/Bio needed: yes no

Due date

Additional notes

REQUESTED PROGRAM(S):

- V.I.P Event*
- Distributor Opening*
- Sales Product Knowledge Class*
- Salon Detailing*
- Sales Meeting*
- Other (please describe):*

Day 1 (program): _____ **Date:** _____

_____	Location Contact	_____	Phone
_____	Time	_____	Location & Address
_____		_____	Location & Address
_____		_____	Location & Address
_____		_____	Other information

Day 2 (program): _____ **Date:** _____

_____	Location Contact	_____	Phone
_____	Time	_____	Location & Address
_____		_____	Location & Address
_____		_____	Location & Address
_____		_____	Other information

Day 3 (program): _____ **Date:** _____

_____	Location Contact	_____	Phone
_____	Time	_____	Location & Address
_____		_____	Location & Address
_____		_____	Location & Address
_____		_____	Other information

CONTINUING EDUCATION CREDITS (CEU) REQUIRED? yes no

ALL REQUESTS MUST BE MADE 90 DAYS IN ADVANCE.

ONE EVENT PER FORM AND ALL FORMS MUST BE COMPLETED OR THE EVENT WILL NOT BE SCHEDULED.

IT&LY WILL CONFIRM EACH REQUEST BY EMAIL.



Today's Date: _____

PROGRAM REQUEST FORM

DISTRIBUTOR INFORMATION:

Name _____

Phone _____

Nearest Airport _____

Contact _____

Signature _____

email _____

HOTEL INFORMATION:

Name _____

Address _____

City/State/Zip _____

Phone _____

Confirmation Number _____

IT&LY to reserve: yes no

Notes _____

PROGRAM NOTES:

Technician requested _____

Date confirmed _____

Picture/Bio needed: yes no

Due date _____

MODEL CALL INFORMATION:

Location (address) _____

Date and Time _____

Phone _____

REQUESTED PROGRAM(S):

- | | |
|--|--|
| <input type="checkbox"/> <i>COLORLY Challenge</i> | <input type="checkbox"/> <i>Tech for a Day</i> |
| <input type="checkbox"/> <i>COLORLY Creations:</i> | <input type="checkbox"/> <i>Advanced Presentation Skills</i> |
| <input type="checkbox"/> <i>In-salon</i> <input type="checkbox"/> <i>Seminar</i> | <input type="checkbox"/> <i>Certification Training</i> |
| <input type="checkbox"/> <i>IT&LY's Travel Guide</i> | <input type="checkbox"/> <i>Recertification Training</i> |
| <i>from A to Z</i> | <input type="checkbox"/> <i>Technical Reference Guide</i> |
| <input type="checkbox"/> <i>Academy on Tour</i> | <input type="checkbox"/> <i>COLORLY</i> |
| <input type="checkbox"/> <i>Formulating Signature Color</i> | <input type="checkbox"/> <i>Aquar&ly</i> |

Day 1 (program): _____ **Date:** _____

Location Contact	Phone
Time	Location & Address
	Location & Address
	Location & Address
	Other information

Day 2 (program): _____ **Date:** _____

Location Contact	Phone
Time	Location & Address
	Location & Address
	Location & Address
	Other information

Day 3 (program): _____ **Date:** _____

Location Contact	Phone
Time	Location & Address
	Location & Address
	Location & Address
	Other information

CONTINUING EDUCATION CREDITS (CEU) REQUIRED? yes no

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