



**Leonardo Academy's Cleaner & Greener® Program
Registration Form for Event Emissions Offsets and Certification**

Event Information	
Name of Event	
Location	
Date of Event	
Expected Number of Attendees	
Event Host Organization Information	
Name of Organization Holding the Event	
Event Contact Person	
Name	
Phone	
Cell Phone	
Email	
Street Address	
Leonardo Academy Fees	
<u>Leonardo Academy Basic Service Fee</u> - based on the number of expected attendees (see Table A) <i>*Note: after the event this fee will be adjusted based on actual attendance</i>	
<u>Leonardo Academy Fees for Other Educational Services for Event</u> (see Table B)	
Total Leonardo Academy Fees	
Cost of Offsets to be Acquired	
The cost of offset purchases, less any financial and/or in-kind donations, will be paid for by the event host.	The cost of offsets will be determined by the offset emissions level chosen by the event host and by the amount of emissions caused by the event.
Signature	
Signature of Event Host or Representative	
Print Name	
Title	
Date	

**Return this form to: Leonardo Academy
1526 Chandler St.
Madison, WI 53711
Fax: 608-255-7202**

Once we receive this registration form, we will forward you an event reporting form for providing the information needed to calculate the event emissions.