**C.E. Certificates**

**For Non-Members:  How to Purchase Your Certificate**

**&**

**For Members:  Receiving your Certificate**

**Non-Members** have the option to be sent a **free certificate**.  To receive your free certificate you must join MCDR after attending the event.  Your certificate will be e-mailed in an attachment soon after completing your application and making payment. The application can be found on our MCDR.org website, "Joining MCDR" or please send an e-mail to our Membership Chairperson, Janne Weissman at: weissman.janne@gmail.com requesting our brochure and  membership application.  When submitting your application with payment please include a note telling us which event certificate you would like to receive.

   **Non-Members** may purchase a certificate for **$10.00** on line by visiting the MCDR Store at MCDR.org.  At the top of the home page please click on the sub-tab:  **Certification & Special Events Order Forms.** After selecting your certificate, click on "Add to Cart".Payment can be made by credit card.  If you need to pay by check, please send your payment, instructions as to which event, and your e-mail address to:

 Maryland Council for Dispute Resolution

Attn:  Certificates

 10319 Westlake Drive, Suite 247

 Bethesda, MD  20817

**Certificates for an event will be posted to the MCDR store within two business days following the event.**

 **Members** must register on line or RSVP in an e-mail for the event in order to receive their certificate.  On line registration can be found by scrolling down the MCDR.org Home Page to "Events".  Click on the particular event to find details.  Once in the details, click on the Registration tab; complete the form to register.  Certificates will be sent based upon either your on line Registration or your RSVP.  Where to send your RSVP is found at the bottom of each event announcement e-mail.  Note:  Please make sure your e-mail address with MCDR is current.  Expect to receive your event certificate in an e-mail attachment within five (5) business days following the event.

   Interested in Joining?  Any problem(s) receiving your certificate?  At your earliest convenience, please e-mail Janne at: weissman.janne@gmail.com

We suggest you print out and retain this notice for future reference.