



CANCELLATION POLICY

PAYMENTS

- To receive the Early Bird discount rate payment must be received no later than 7 days after the Early Bird Registration deadline date. Thereafter the regular registration rate will be charged.
- All Registrations must be paid no later than 14 days before the Forum's opening date.

CANCELLATIONS

- Unpaid Registration cancellations received 14 days or less from the Forum's opening date will be charged a \$200 cancellation fee.
- Registrations paid in full and cancelled 14 days or less before the Forum's opening date are non-refundable and will be issued a credit towards a future Forum within 12 months, less a \$200 cancellation fee.

TRANSFER OF REGISTRATION

- With approval of the organizer a cancelled paid registration may be transferred to a substitute attendee at no additional cost and is not subject to a cancellation fee.