

Cancellation Terms and Conditions Policy

We understand that unforeseen circumstances may arise, leading to the need for event cancellations. To ensure transparency and fairness, we have established the following cancellation policy for our events:

1. Cancellation 30 Days or Less Prior to the Event:

If you need to cancel your attendance 30 days or less before the scheduled event date, the full amount paid will be forfeited, and no refunds will be issued.

2. Cancellation More Than 30 Days Prior to the Event:

If you cancel your attendance more than 30 days before the event, you are eligible for a full refund. The refund will be processed in its entirety, including any deposit or advance payment made.

3. Refund Process:

Refunds will be processed using the same method of payment used for the initial transaction. Please allow up to [number of days] working days for the refund to be credited to your account. Any transaction fees or charges incurred during the refund process will be the responsibility of the attendee.

4. Substitution Policy:

If you are unable to attend the event, you may transfer your registration to another individual. Please notify us in writing at least [number of days] prior to the event with the substitute attendee's full name, contact information, and any dietary or special requirements. Substitutions made within 30 days of the event will incur an administration fee of [amount or percentage] to cover the cost of reissuing event materials.

5. Event Cancellation by the Organizer:

In the unlikely event that the organizer needs to cancel the event due to unforeseen circumstances, attendees will receive a full refund of the registration fee paid. The organizer will not be responsible for any additional costs incurred, such as travel or accommodation expenses.

6. Force Majeure:

The organizer shall not be liable or responsible for any failure to perform, or delay in performance of, any of our obligations under these terms that are caused by events outside our reasonable control

(Force Majeure Event). In such cases, the organizer reserves the right to cancel, reschedule, or postpone the event without any liability to the attendees.

By registering for our event, you acknowledge that you have read, understood, and agree to abide by the terms and conditions outlined above. If you have any questions or concerns regarding the cancellation policy, please contact us at [organizer's contact information] for clarification before completing your registration.