

REFUND POLICY

The Board of Directors understands circumstances may arise that will prohibit members from participating in paid activities, such as workshops and the annual general meeting. To this end, the Board has approved the following policy regarding refund requests.

The registration amount, less a \$10.00 handling charge, will be refunded up to two weeks in advance of the event. Requests made less than two weeks prior will be reviewed by the Board, and a determination made based on the circumstances. Since many events require a number count of participants well in advance, ticketed activities (such as meals and tours), may or may not be refunded if the request is within two weeks of the event.

Should an event be cancelled, a full refund will be provided.

The refund will be made by check, unless the registration was charged, in which case, a credit will be applied to the original credit card account.

Membership dues are non-refundable.

Adopted by the Board, Apr 29, 2006.