

# **Event Cancellation Policy**

## **Event Cancellation by TACE**

- TACE reserves the right to cancel an event due to low enrollment or other circumstances which would make the event non-viable.
- If TACE cancels an event, registrants will be offered a full refund.
- Should circumstances arise that result in the postponement of an event, registrants will have the option to either receive a full refund or transfer registration to the same event at the new, future date.

## **Event Cancellation by Registrant**

- Unless specifically stated on registration materials, the deadline to receive a refund for your registration is 7 business days before the event.
- Registration cancellations received prior to the deadline are eligible to receive a refund, but will be subject to a \$25 cancellation fee.
- Cancellations received after the stated deadline or inside the 7 day window will not be eligible for a refund.
- Cancellations will be accepted via phone, fax or e-mail, and must be received by the stated cancellation deadline.
- Registration fees may be transferred from one registrant to another.