



STANDARD TACVB EVENT CANCELLATION POLICY

To simplify and standardize our policy on providing refunds when members cancel event registrations, TACVB staff recommends the following cancellation policy.

Full Refund: A full refund will be provided if the attendee cancels 6 weeks prior to the event start date.

50% Refund: A 50% refund will be provided if the attendee cancels between 6 weeks and 2 weeks prior to the event start date

0% Refund: No refund will be provided if the attendee cancels between 2 weeks and the start date of the event

Specific dates will be assigned to correspond to the general weeks listed in the policy.

As an example, the cancellation policy for the 2016 Annual Conference followed these guidelines. The exact dates were as follows:

“Refund cancellation policy: 100% refund if you cancel before July 5; 50% refund if you cancel between July 6 and August 2; and 0% refund if you cancel August 3 or later.”