



**AIA**  
Las Vegas

Adopted March 2009

### **AIA Las Vegas Meeting and Event Cancellation Policy**

Should it become necessary to cancel an AIA meeting or event, due to an act of nature or uncontrollable circumstances over which the Chapter has no control, refunds for any tickets or payments from members will not be made. Every effort will be made to reschedule the event and previous payments from members will be honored for the rescheduled event. If it is not possible to reschedule the event, no credits will be given for other events and no refunds will be made.

Sponsors will be given the choice of moving their sponsorship to the rescheduled meeting or event date, or to apply their sponsorship to another event or opportunity of equal value.

The Executive Director and the President will determine the necessity of canceling the event; and every effort will be made to notify members and guests in advance.

As soon as possible, any perishable food that has been ordered for the meeting or event will be donated and delivered to a local charity so that it is not wasted.

Items that have been donated to the Chapter, (i.e. items for a Silent Auction, etc.) will be returned to the donor upon request. Items that are not requested to be returned become the property of the Chapter and will be used to benefit the Chapter at the next opportunity.