

CPHR Manitoba HR Conference Cancellation, Refund & Transfer Policy

All cancellation requests must be received in writing to events@cphrmb.ca

Refund Schedule:

Cancellation Request	Refund
On or before October 3, 2025 @ 4:00pm	Registration fee less \$50 cancellation fee
After October 3, 2025	No refunds, no exceptions

A substitute attendee can be sent at no additional charge with prior approval from CPHR Manitoba. Changes must be communicated to CPHR Manitoba no later than Thursday, October 16, 2025 @ 4:00pm. Should your alternate cancel at any time, the registration fee will be forfeited.

The sharing of conference passes is strictly forbidden. Only the person named on the registration badge is entitled to use the badge. Any attendees found to be in violation of this policy will be asked to forfeit their registration badge and will be denied attendance.

Registrants who fail to attend on the day of the event are liable for the entire registration fee.

CPHR Manitoba reserves the right to change/modify or cancel any portion of the HR Conference at any time. CPHR Manitoba's liability is limited to the paid registration fee and will not be liable for incidental costs including (but not limited to) hotel and airfare.

This policy is specific to the CPHR Manitoba HR Conference.