

SEIMA REGISTRATION RETURN POLICY

Registrations may be cancelled with the following conditions:

- When notice is given **ten or more business days** prior to the event start date, the registrant will receive a refund of the full fee paid, less a 20% administration charge.
- When notice is given **four to nine business days** prior to the event start date, the registrant will receive a refund of 80%, less a 20% administration charge.
- When notice is given **three or fewer business days** prior to the event start date, the registrant will receive a refund of 50%, less a 20% administration charge.
- In each of the above, in lieu of a refund, the registrant may opt to have the full fee applied to a future event registration.
- No refund or credit will be given for no-shows.

SEIMA reserves the right to cancel an event if registration is insufficient. This decision is made 3 – 5 days before the event begins. If this occurs, registrants will receive a full refund or be given the opportunity to transfer their registration to a future SEIMA event or program. SEIMA will not be held liable for any cancellation fees incurred by the registrant(s) for travel and/or accommodation expenses should an event be cancelled.

SEIMA reserves the right to make program/speaker changes without notification to the registrants and without incurring any refund obligation to registrants.

Registration for a SEIMA event signifies acceptance of our registration policies. Registration fees do not include insurance of any kind. Registration fees accepted in Canadian dollars only.

Transfer of registration:

All fully paid registrations are transferable to other persons from the same organization. Transfers must be made by the registered person in writing to info@seima.sk.ca. Details must **include the full name of the replacement person, their title, contact phone number and email address.**