

# **Refund Policy**

## **Attendee/Registrant Cancellation:**

# • Events:

- o 7 or more days' notice before the start of an event or training session: 100% refund (less the non-refundable credit card transaction fee) or the credit may be applied toward a future AGC invoice within 12 months.
- o <u>6 days to 72 hours' notice before the start of an event:</u> no refund issued, but credit may be applied toward a future AGC invoice within 12 months.
- o Less than 72 hours notice before the start of an event, no refund or credit will be issued.

# • Training Sessions:

- o 7 or more days' notice before the start of an event or training session: 100% refund (less the non-refundable credit card transaction fee) or the credit may be applied toward a future AGC invoice within 12 months.
- o <u>6 days to 24 hours' notice before the start of a training session:</u> no refund issued, but credit may be applied toward a future AGC invoice within 12 months.
- o Less than 24 hours' notice or no notice: no refund nor credit will be issued.

### **Event Sponsorships:**

• Sponsorships are non-refundable and non-transferable.

### **Idaho AGC Cancellation:**

- Sponsorships and registrations will be rolled to the next available session (for training) or the same event the following year (for events).
- Sponsors and registrants may request a refund or credit toward a different Idaho AGC invoice, provided that the request is received within 7 days of notice of cancellation.

## **Additional Considerations:**

- Annual membership dues are non-refundable.
- Credit card transaction fees are non-refundable.
- Attendees who attend only a portion of an event or training are not entitled to a refund or transfer.
- All refunds are made via check and will be processed within 30 days of the being approved.