

Refund / Cancellation Policy

Membership Refund/Cancellation:

If a member in good standing resigns, the Chamber will provide a pro-rated refund. A resignation must be made in writing, with a principal signature affixed to the request for resignation. The Chamber will deduct a \$35 processing fee. The Chamber will deduct 10% of the membership dues for lobbying activities. The remainder will be pro-rated over twelve months. The number of whole months remaining from the date of resignation will be refunded (after deductions). The refund will be done 30 days from the date of resignation.

Event refunds:

If the registration fee is over \$20:

All cancellations must be received at least 48 business hours before the start of the event and registration refunds are subject to a \$20 cancellation fee. Cancellations must be received in writing by e-mail or by U.S. mail. No refunds will be made for requests received after that time. Refunds will be issued in the same form payment was made. Please allow two weeks for processing.

If the registration fee is \$20 or less:

The registration fee for this event is forfeited if attendance is cancelled. As a courtesy to the planners, written notice of your intent not to attend is appreciated. That notice can be made by e-mail, fax, or by U.S. mail.