

**2013 CEESA CONFERENCE PRAGUE, CZECH REPUBLIC
MARCH 15-16, 2013**

CEESA CONFERENCE CANCELLATION POLICY

APPLICABLE FOR CONFERENCE PARTICIPANTS AND EXHIBITORS

- * Cancellations prior to one month before the conference date will be refunded in full, minus a 25% administration fee.
- * Those who cancel within one month of the conference will not receive a refund and will be billed accordingly. The full registration price will be expected for these late cancellations except for those caused by illness or major family emergencies.
- * The registration fee owed/paid for a participant who must cancel can be transferred to a new unregistered person at no cost.
- * A written request of refund should be submitted to the Executive Director of CEESA.