

## **Cancellation and Refund Policy**

We are happy to use your section's cancellation policy, but if your section does not have one, the standard State Bar of Michigan policy will apply. That policy is:

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 ([tbellinger@mail.michbar.org](mailto:tbellinger@mail.michbar.org)), fax (517-346-6365 ATTN: Tina Bellinger), or by U.S. mail (306 Townsend St., Lansing, MI 48933 ATTN: Tina Bellinger.) 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. Registrants who cancel will not receive seminar materials.”

If the registration fee is \$20 or less:

“The registration fee for this event is forfeited if attendance is cancelled. Registrants who cancel will not receive seminar materials. As a courtesy to the planners, written notice of your intent not to attend is appreciated. That notice can be made by e-mail ([tbellinger@mail.michbar.org](mailto:tbellinger@mail.michbar.org)), fax (517-346-6365 ATTN: Tina Bellinger), or by U.S. mail (306 Townsend St., Lansing, MI 48933 ATTN: Tina Bellinger). ”