



ASPPA Benefits Council™

Greater Cincinnati

REFUND GUIDELINE:

Program attendees should properly plan for ASPPA Benefits Council of Greater Cincinnati (ABCGC) events. However we, the ABCGC Board of Directors, recognize that from time-to-time unforeseen events conflict with program attendance and a request for refund may be necessary. Therefore, we have established these guidelines to assist program attendees with scheduling conflicts:

Refund Guideline:

1. If an attendee notifies the ABCGC any time before the close of business the Friday before a scheduled event a refund will be provided.
2. If an attendee notifies the ABCGC one business day before a scheduled event, but after the refund deadline, we will provide the attendee a credit refundable for future ABCGC programs.
3. If an attendee does NOT notify the ABCGC timely, as stated above, and simply fails to attend the event no refund or credit will be provided due to the cost incurred by the ABCGC for room reservation and catering expenses.

We hope this guideline is flexible and persuades attendees to continue supporting the ABCGC. We also encourage all attendees to become members of ASPPA and the ASPPA Benefits Council of Greater Cincinnati and enjoy the benefits of membership.

Links to ASPPA websites:

www.asppa.org

<http://www.asppacincinnati.com/join.htm>.
