## **CANCELLATION POLICY**

The ZIWA Cancellation Policy applies to all Events/Meetings that involve a monetary payment. The cancellation deadline for Events/Activities/Meetings is the indicated registration deadline, unless stated otherwise.

Cancellations for Events/Meetings must be made by signing into Events on the website. Requests for reimbursement of fee/admission payments are applicable only when the cancellation is made before the specified registration deadline and can be addressed per email to treasurer@ziwa.com

Cancellations for Interest Group Activities where the Cancellation Policy is applied should be made by contacting the Interest Group Chairperson. Cancellations received after the specified registration deadline will be charged in full their fee/admission price.

Outstanding payments must be settled immediately otherwise members and their guests will not be eligible to participate in future Events/Activities until past due payments are received.

Members registered for Events/Activities/Meetings, which do not involve a monetary payment, are asked to cancel as soon as possible if they are unable to attend. This courtesy will allow any members and guests on the waiting list to participate.