

CANCELLATION POLICY FOR THE HABIT ALIGNMENT KEY RETREAT IN BENDIGO

Cancellation of registration by a participant

Cancellations received 28 days before the event: refund of payment less 10% administration fee (including GST).

Cancellations received less than 28 days before an event: refund of payment less 30% administration fee (including GST). This fee % may be reduced, dependent on the bookings over the final month.

Cancellations received 8 days before, up to, the day of, or after an event will not be eligible for a refund.

All cancellations must be made in writing to hak.coordinator@gmail.com.

Change of registration

If you wish to change your registration, there will be a \$10 administration fee for each change. Change of registration must be made in writing to hak.coordinator@gmail.com.

Transfer of registration

All registrations are transferable. Requests for transfers should be made in writing by the person registered to hak.coordinator@gmail.com.

All other registration details will be assigned to the new person unless otherwise specified. There will be a \$10 administration fee for a transfer of registration.

Cancellation of the event by Heart of Wisdom Inc.

Heart of Wisdom Inc. (HOW Inc.) reserves the right to alter or cancel, without prior notice, any of the arrangements relating directly or indirectly to the event, for any circumstances beyond HOW Inc.'s reasonable control. This includes the cancellation of the event itself. HOW Inc.'s maximum liability is limited to a refund of the payment less 25% administration fee.

HOW Inc. accepts no additional liability for travel costs, hotel costs, or any other additional costs incurred.

HOW Inc. encourages all participants travelling from outside Bendigo to take out travel insurance.