



EGA Cancellation and Facility Use Policies

Cancellation Policy:

- (1) Participant cancellation:
 - a. The canceling participant must send cancellation notification in writing to the seminar assistant registrar at Registrar2024@egausa.org or mail to: Gaye Smith, 9251 Jennifer Lynn Rd, Denham Springs, LA 70706. The cancellation will be forwarded to the National Seminar Registrar.
 - b. Cancellations received via email or postmarked on or before:
 - i. 60 days (June 15, 2024) prior to the opening of seminar will receive a refund less the \$100 nonrefundable administrative fee.
 - ii. 30 to 59 days (June 16 to July 15, 2024) prior to the opening of seminar will incur a \$200.00 cancellation fee which includes the \$100 nonrefundable administrative fee.
 - iii. 0 to 29 days (July 16 to August 14, 2024) prior to the opening of seminar will be reviewed by the national executive committee within 30 days of close of seminar.
 1. A full refund will be given in the event of the death of the registrant.
 2. A full refund, minus the \$100 nonrefundable administrative fee, will be given to a member who is in the military and not able to attend seminar due to reassignment.
 3. A full refund, minus the \$100 nonrefundable administrative fee, will be given in the event of the death of a member of the immediate family. Immediate family is defined as spouse, child, parent, in-law, grandparent, grandchild, or sibling.
 4. A partial refund may be granted in the event of serious illness of the registrant or an immediate family member, or a natural disaster preventing the registrant's attendance. Consideration in determining the amount of the refund shall be given after the cost incurred by the seminar is determined.
 - c. No refunds will be considered after 30 days (September 17, 2024) of close of seminar.
 - d. If a registrant is only attending *Stitchin' Time*, and the participant cancels, the participant will receive a full refund minus the \$15 non-refundable administrative fee.
 - e. If the registrant is attending both the in-person seminar and *Stitchin' Time*, the in-person cancellation policy will govern. However, the participant will receive a full refund of the *Stitchin' Time* portion of their registration; including the \$15 *Stitchin' Time* non-refundable administrative fee.
 - f. There will be no refunds if a registrant cancels their participation in a virtual class.
- (2) In the event EGA cancels a class after students have registered and a participant does not attend any part of seminar, the registrant will receive a full refund including the \$100 non-refundable administrative fee.
- (3) If a waitlisted registrant does not attend any part of seminar, they will receive a full refund including the \$100 non-refundable administrative fee.
- (4) For a non-participant or 1-day class cancellation by the participant or EGA, the registrant will receive a full refund, including the \$100 non-refundable administrative fee.

In all cases, any travel costs the student has incurred are solely the responsibility of the student.

Facility Use Policy:

A one-time facilities use fee of \$428 will apply to all persons registered for two or more days of classes or as nonparticipants who do not stay at the **Atlanta Hilton Hotel, 255 Courtland St NE, Atlanta, GA** or other designated hotel(s) or to anyone staying at the **Atlanta Hilton Hotel** or other designated hotel(s) with a room rate other than the EGA-negotiated rate, unless the seminar chair approves alternate arrangements. This one-time fee applies because their stay will not be considered part of the seminar room block which contributes toward payment of the event and classroom space.