

JSMP Cancellation and refund policy for paid events

Cancellations/Refunds for registration fees will be granted under the guidelines listed below. All requests for refunds must be made in writing to the JSMP Executive Director (emails will be accepted as written documentation).

1. **Four weeks prior to the start of the scheduled meeting – full refund minus \$25.00 processing fee.**
2. **Three weeks prior to the start of the scheduled meeting – 50% refund.**
3. **Less than two weeks prior to the start of the meeting – 0% refund**

Updated 1-29-2015