



## **Northern Illinois Conference Refund & Cancellation Policy**

### **Refund & Cancellation Policy**

Participants who cancel their registration prior to the close of registration shall receive a refund of the total amount paid, less a ten percent (10%) administrative fee (or \$1.50, whichever is greater). This fee covers credit card processing fees incurred at the time of registration.

Any additional payments made beyond the registration fee may be refunded at the discretion of the event organizer, provided the cancellation request is submitted via e-mail prior to the event or service start date.

### **Non-Refundable Period**

Once registration has closed, all payments are final and non-refundable unless otherwise noted.

### **Conference Cancellation Policy**

If the Conference must cancel or reschedule an event, refunds can be processed upon request if the new date conflicts with your schedule. In this event alone, a full refund will be issued.

**Updated 3/2026**