

AMPWDA

CANCELLATION & REFUND POLICY - UPDATED JANUARY 1, 2013

CONTACT INFORMATION TO REQUEST CANCELLATION, TRANSFER, REFUND OR EXCHANGE

EMAIL: special-request@americanmantrailing.com

SNAIL MAIL: American Mantrailing Academy
706 Vale Street
Greencastle, IN 46135
ATTN: SPECIAL REQUEST

SEMINARS - ALL CANCELLATIONS MUST BE IN WRITING (E-MAIL OR SNAIL MAIL)

If the enrollee was not an AMPWDA member at the time they purchased enrollment in the seminar and they paid the non-member fee, \$30 of this fee is used to pay for one year AMPWDA membership. This \$30 is excluded from any form of refund.

Cancellations received with over 90 days remaining until start of seminar will receive a full refund minus \$50 administrative fee per enrollee or a transfer to a future seminar. To process a transfer, a \$35 seminar transfer fee per enrollee must be paid in advance.

Cancellations received with 61 to 90 days remaining until start of seminar will receive a 75% refund or a transfer to a future seminar. To process a transfer, a \$35 seminar transfer fee per enrollee must be paid in advance.

Cancellations received with 31 to 60 days remaining until start of seminar will receive a 50% refund or a transfer to a future seminar. To process a transfer, a \$35 seminar transfer fee per enrollee must be paid in advance.

No refunds or transfers for cancellations received with less than 31 days remaining until start of seminar.

MANTRACKING - ALL CANCELLATIONS MUST BE IN WRITING (E-MAIL OR SNAIL MAIL)

Cancellations received with over 30 days remaining until start of course will receive a 75% refund or a transfer to a future course. To process a transfer, a \$15 course transfer fee per enrollee must be paid in advance.

Cancellations received with 16 to 30 days remaining until start of course may transfer to a future course. To process a transfer, a \$15 course transfer fee per enrollee must be paid in advance.

No refunds or transfers for cancellations received with less than 16 days remaining until start of course.

COMPETITION ENTRY FEES

No Refunds, unless an event is cancelled.

MEMBERSHIP FEES

No Refunds

MERCHANDISE

No refunds, exchanges will be handled on a case by case basis at our discretion. If there is a problem with your order please contact us to see what can be done to remedy the situation.