

## **Fulfillment Policy for NABIP Florida**

### **Overview**

NABIP Florida is committed to providing our members and sponsors with high-quality events and services. Our fulfillment policy outlines the guidelines for cancellations and refunds related to event registrations and sponsorships. Please read this policy carefully to understand your rights and obligations.

### **Event Registrations**

#### **Cancellations and Refunds (unless specific event states, otherwise):**

**1. Cancellation by Attendee:**

- **Before 30 Days Prior to Event:** Full refund minus a processing fee of \$25.
- **15-29 Days Prior to Event:** 50% refund minus a processing fee of \$25.
- **14 Days or Less Prior to Event:** No refund.

**2. Cancellation by NABIP Florida:**

- In the unlikely event that NABIP Florida cancels an event, registrants will receive a full refund.

**3. Transfer of Registration:**

- If you are unable to attend, you may transfer your registration to another person at no additional cost. Please notify us in writing at least 5 days prior to the event.

### **Sponsorships**

#### **Cancellation and Refunds (unless specific event states, otherwise):**

**1. Cancellation by Sponsor:**

- **More than 60 Days Prior to Event:** Full refund minus a processing fee of \$50.
- **30-59 Days Prior to Event:** 50% refund minus a processing fee of \$50.
- **Less than 30 Days Prior to Event:** No refund.

**2. Cancellation by NABIP Florida:**

- In the unlikely event that NABIP Florida cancels an event, sponsors will receive a full refund.

### **General Policies**

**1. Refund Process:**

- Refunds will be processed within 14 business days of receiving the cancellation request.

## 2. Notification of Cancellations:

- All cancellation requests must be submitted in writing to [info@nabipfl.org](mailto:info@nabipfl.org) and must include the registrant's or sponsor's name, event details, and reason for cancellation.

## 3. Force Majeure:

- NABIP Florida is not responsible for any cancellation or postponement of events due to unforeseen circumstances, such as natural disasters, pandemics, or other acts beyond our control. In such cases, NABIP Florida will make reasonable efforts to reschedule the event and transfer registrations and sponsorships to the new date.

## Contact Us

If you have any questions or need further assistance regarding our fulfillment policy, please contact us at:

**Email:** [info@nabipfl.org](mailto:info@nabipfl.org)

**Phone:** 321-244-0427

**Mailing Address:** PO Box 150358, Altamonte Springs, FL 32715-0358

Thank you for your support and understanding.

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By registering for an event or purchasing a sponsorship, you acknowledge that you have read and agree to the terms of this fulfillment policy.

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This policy is effective as of 7/1/2024 and is subject to change without notice. If policy published with specific events, are different, that policy will take precedence for that event.