

# Resolved student conference

## Refund Policy

\*The conference office must receive all required documentation before the end of thirty (30) days after the close of the conference.

- Half of the conference fee is non-refundable.
- Refunds only apply if cancellations are received by November 14<sup>th</sup> 2007.
- There are no refunds after November 14<sup>th</sup> 2007 unless one of the following conditions apply:
  1. A person is unable to attend due to medical conditions. A signed statement from a medical doctor advising the person not to attend the conference must be presented with a letter of request. The letter from the doctor must be written for the sole purpose of requesting the refund and/or the dates of the conference must be mentioned in the time period forbidding travel by the person registered for the conference. If the person is hospitalized on any day of the conference, a letter from the hospital showing the dates of hospitalization shall serve in place of a letter from a medical doctor.
  2. The death of an immediate family member occurs after November 14<sup>th</sup> 2007. The immediate family shall be defined as parents, step-parents, grandparents, children, step-children, grandchildren, sisters, step-sisters, brothers, step-brothers, aunts or uncles. A copy of the obituary showing the date must be attached to the refund request. In cases where the obituary does not show the family relationship, a letter from a pastor or funeral director handling the services must be attached to the refund request.
  3. A person is married to an individual who meets the criteria of (a) or (b) above.
    - a. A person is required to participate in a funeral service during the conference. An obituary or a letter from a funeral director of officiating minister stating the person's involvement in the funeral must be attached to the refund request.
    - b. A person is required to serve on a jury or be called to active military duty. A letter from the court authority or the commanding officer must accompany the refund request.
- The person making the original registration or the designated group leader must make all refund requests.
- All refund checks shall be payable to the party upon whom the original registration check was drawn. No refund can be issued until at least fifteen (15) days after the deposit of the original check.
- All group accounts must be paid in full before refunds can be made to any person in the group requesting a refund. Such refunds shall be credited to the account of the groups.

All questions or requests for refunds should be made to:

Resolved student conference  
c/o Clements Baptist Church  
8690 U.S. Hwy 72 W.  
Athens, AL 35611