



## GPC Events Cancellation Policy

March 2020

### COVID-19 UPDATE

Due to the current COVID-19 outbreak, we will be suspending administrative fees and we will allow for cancellations, with full refunds, up to 24 hours prior to the event. **All refunds and cancellation requests should be emailed to [info@gpcanada.org](mailto:info@gpcanada.org).** Following the containment of the virus, we will be continuing with our original refund and cancellation policy, as outlined below.

### Refund & Cancellation Policy

Cancellations must be received in writing a minimum 7 days prior to the date of the event to be eligible for a refund or a credit. **All refunds or credits are subject to a minimum administration fee of \$50.** No refunds will be issued for cancellations received after the minimum 7 days time frame.

If you register for an event and do not attend, or cancel within 7 days of the event, you are liable for the full event fee. If you are unable to attend, you may transfer your registration to another individual. Note, if there are any fee differences associated with a substitution registration type (example: member versus non-member pricing), the price differential would be credited or charged accordingly.

All refunds and cancellation requests should be emailed to [info@gpcanada.org](mailto:info@gpcanada.org).

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#### **NOTE: ADMINISTRATION FEES**

- \$50 for a local or short PD session
- \$100 for a day long event
- \$150 for more than one day