

Registration Reimbursement Policy

In an effort to have a streamline policy for regarding event registration, the following event cancellation policy is being implemented effective immediately.

- Unless specifically stated on registration materials, the deadline to receive a refund for your registration is 3 business days prior to an event
- Any cancellations for an event that has a registration deadline must be received prior to the registration deadline. Cancellations received after the deadline will not be eligible for a refund.
- Refunds will not be available for registrants who register but do not attend unless the cancellation has been received in advance according to this policy.
- Cancellations must be provided in writing and must be received by the cancellation deadline.
- All refund requests must be made by the attendee or credit card holder.
- Refund requests must include the name of the attendee and/or transaction number.
- Refunds will be credited back to the original credit card used for payment.

These above policies apply to all Springfield Regional Chamber Events unless otherwise noted in the corresponding event materials. Please read all individual event information thoroughly.