



## **Cancellation Policy**

### ***Exhibitors***

Exhibiting Companies cancelling before January 15, 2018, will receive a refund of the Exhibitor Registration Fee, less a \$150.00 administration fee.

Exhibiting Companies cancelling after January 15, 2018, and before February 9, 2018, will receive a refund of 50% of the Exhibitor Registration Fee.

Exhibiting Companies cancelling after February 9, 2018, will receive a refund of 20% of the Exhibitor Registration Fee, provided SEAA is still able to fill all spaces in the Exhibit Hall. If cancelling after February 9, 2018, and SEAA is unable to fill all spaces in the Exhibit Hall, the cancelling party will not receive any refund.

### ***Attendees***

Attendees wishing to cancel their registration before January 15, 2018, will receive a full refund of their registration.

Attendees cancelling after January 15, 2018, and before February 9, 2018, will receive a refund of their registration fee, less \$29 administration fee.

Attendees cancelling after February 9, 2018, will not receive a refund.