



# **SEATA**

***Refund Policy for Registration fees  
for all SEATA Meetings***



**Refunds** for registration fees will be granted under the guidelines listed below. All requests for refunds must be made in writing to the District Treasurer (emails will be accepted as written documentation).

- 1. Four weeks prior to the start of the scheduled meeting – full refund minus \$5.00 processing fee.**
- 2. Two weeks prior to the start of the scheduled meeting – 75% refund.**
- 3. One week prior to the start of the scheduled meeting – 50% refund.**
- 4. Less than one week prior to the start of the meeting – 0% refund.**