

field to plate. Educational Events

Terms and Conditions: Field to Plate Workshops 2012

Please read before you register for our workshops. **When you register for a Field to Plate professional continuing education workshop, you are acknowledging that you have read and understand the terms and conditions for each workshop.** Terms and conditions describe all matters relating to payment, registration, refunds, cancellation, rescheduling and inclement weather

Payment, Cancellation and Inclement Weather Policy

Due to popularity of our workshops and the need to remain consistent with each and every person, we follow a strict cancellation policy that we do not deviate from. Most of the planning for our programs is completed a year in advance. This level of involvement does not allow us to make last-minute adjustments to our numbers, logistics etc. We certainly understand that life takes twists and turns, including emergencies, illnesses and the need to take care of, and be with family. While we empathize with these unpredictable circumstances, we feel that it is necessary to follow a strict policy to avoid any misunderstandings should unforeseen events arise for you.



One Day Workshops

1. Full payment is due at the time of registration. You can provisionally reserve a space at a workshop and mail us a check within 2 weeks. If we do not receive your check within two weeks and do not receive further status notification from you, your space will be forfeited if there is a waiting list.
2. For cancellations 30 days or more prior to the workshop, we will refund your payment minus a \$45 administration fee
3. Cancellations for any reasons less than 30 days from the date of the workshop will result in forfeiture of your registration fee. We will, however, send you all workshop materials.

Multi-day Workshops

For our multi-day workshops we have the following cancellation terms. Multi-day means workshops lasting more than one day.

1. Up to and including 60 days prior to the first day of a multi-day workshop, we will refund you registration fee minus a \$75 administration fee.
2. We do not process refunds **for any reason**, 60 days or less prior to the first day of a multi-day workshop.
3. Field to Plate offers a deposit option for our multi-day workshops. This deposit allows you to reserve a space at a workshop for \$250. The balance of your workshop registration fee is due 60 days prior to the workshop. You will receive an invoice from Field to Plate notifying you to pay the balance due prior to the 60 day deadline. Should we not receive payment from you 60 days prior to the workshop, for any reason, you will forfeit your deposit and we will immediately offer your space to another participant on the wait list.

Event Cancellation and Inclement Weather Policy

1. We reserve the right to reschedule/reconfigure any of our workshops should unforeseen circumstances deem this necessary. While we do not anticipate that this will occur, should such a situation arise, you will be notified well in advance of the workshop. You will be issued a refund or a credit toward another Field to Plate workshop within a year.
2. Should inclement weather result in the cancellation and rescheduling of a workshop, your registration fee will naturally apply to the rescheduled workshop date. If you are unable to attend the rescheduled date, we will issue you a credit to be applied to a future Field to Plate workshop of your choice.