



### APTA Connecticut Cancellation Deadline and Policy:

APTA CT promotes health, wellness and safety with all aspects of attending continuing education and networking events. In doing so, we have worked together to provide the following guidelines in support of a cancellation deadline and policy to assist with supporting the individual(s) and ensuring our values.

Cancellation requests for continuing education events in which participants pay to attend, including APTA CT sponsored speakers, annual conference, or networking events will follow the below recommendations:

- 1) Full Refund:  
On or Before deadline approximately 4 weeks before the scheduled event
- 2) Partial Refund (50%):  
48 hours to less than 4 weeks prior to the event
- 3) Full Value Voucher Replacement for future event:  
24 hours to less than 48 hours prior to the event
- 4) Partial Value Voucher Replacement for Future event (50%):  
12 hours to less than 24 hours of the scheduled event
- 5) No Refund:  
Notification less than 12 hours of the scheduled event, or after the scheduled event has occurred.