

Bookings

'We', 'Our' and 'Us' denotes The Albion Foundation 'You' and 'Your' denotes the customer or participant

Refunds and Cancellations

1. General Principles

- All refund requests or cancellations must be submitted in writing to <u>events@albionfoundation.co.uk</u> or by phone 07946482727.
- Refunds, if approved, will generally be processed within 10-15 business days.
- Service fees will be deducted from all approved refunds for products and services to cover processing costs, unless otherwise stated (e.g. cancellation by The Albion Foundation).
- We reserve the right to amend this policy at any time.

2. Event Bookings

- Cancellation by Customer:
 - o 14 days or more before the start date: full refund, minus the administrative fee.
 - 13 days or less: no refunds will be issued. We regret that we cannot offer refunds for non-attendance at an event.
- Cancellation by The Albion Foundation
 - If we cancel an event due to insufficient bookings, unforeseen circumstances (e.g. venue unavailability, special guest unavailability), or adverse weather conditions that make participation unsafe, a discount code for the full cost will be issued, with no administrative fee. We will endeavour to provide as much notice as possible and offer alternative arrangements where feasible.