



Idaho Athletic Trainers' Association (IATA) Annual Meeting Cancellation Policy

1. If a registrant is unable to attend the event they may substitute, by arrangement with the IATA President, another member of their institute/organization.
2. If a registrant is unable to attend, and providing the conference organizers are informed in writing by before the conference, a registrant can leave the fee paid with the IATA the as payment towards a place at the same event in the future. Any difference will be the responsibility of the registrant.
3. Where the registrant is unable to attend, and is not in a position to transfer his/her place to another person or to another event, then the following refund arrangements apply:

Registrations cancelled more than 10 days before the event will be refunded the full amount minus a \$10 administrative fee

Registrations cancelled less than 10 days before the event refunded the full amount minus a \$10 administrative fee

Members who do not show are not eligible for a refund but may apply their registration fee to the following year's conference provided they contact the IATA President within 30 days of the meeting conclusion. Any difference will be the responsibility of the registrant.

All requests must be made in writing or electronically, stating Full Name, Address, NATA Membership Number and conference date. Mail correspondence should be addressed to:

Pam Arriola, President
Idaho Athletic Trainers Association
13366 N. 4th Ave.
Hidden Springs, ID 83714

Electronic Mail Communication: pamarriola@yahoo.com Subject: IATA Meeting Refund