

## **New London Area Chamber of Commerce Attendee / Vendor / Exhibitor Purchase Policy**

### **PURCHASE POLICY**

All attendee, vendor and exhibitor registrations must be paid in full no later than the day before the event in order to attend, set up or participate. Cash or credit payment will be the only acceptable forms of payment if vendor or exhibitor registration is received less than one week prior to the event.

### **PAYMENT METHODS**

We accept several methods of payment to accommodate your needs. Tickets for various events can be purchased in the office and we accept cash, check or credit. American Express, Visa, MasterCard and Discover are accepted.

### **SERVICE FEES AND ORDER PROCESSING FEES**

Tickets purchased on a third party site are usually subject to a per-ticket service fee. Please refer to [Eventbrite.com](https://www.eventbrite.com) for more details.

### **REFUND POLICY**

Notice of cancellations / requests for refunds of event fees, registrations, classes, etc. must be received no later than five (5) business days prior to the event or class or no refund will be issued. Cancellations / refund requests which do not fall within the guidelines stated above will be left to the discretion of the New London Area Chamber of Commerce.

Membership: Annual membership dues are non-refundable.