

MICHIGAN 9-1-1 CONFERENCE

COMMERCIAL VENDOR CANCELLATION POLICY

The Michigan 9-1-1 Conference Committee wishes to administer its annual event with solid fiscal management and budgeting. As such, a policy dealing with requests from commercial vendors who, as a course of business choose to withdraw from the conference exhibit show and/or withdraw their sponsorship of a particular segment of the conference.

This policy is consistent with the policies of both National NENA and National APCO in this matter.

- ❖ Requests received 60 days or greater out from the beginning of the conference will be charged a 25% administrative fee; the balance will be returned to the vendor.
- ❖ Requests received less than 60 days out from the beginning of the conference will not be refunded to the vendor.
- ❖ Sponsorships will be charged a 25% administrative fee and the balance returned; provided no contractual obligations exist for the item sponsored. If obligations have been contracted or committed, the sponsorship fees will not be returned.

Michigan Conference Committee