



**Emergency Response Technologies, Inc**

4625 West Territorial Road

Rives Junction, MI 49277

www.ERTzone.com

## **CANCELLATION POLICY**

While *reasonable accommodations* may be made if a conflict arises prior to the scheduled training date, the following cancellation and reschedule fees apply and will be invoiced to the host site upon cancellation of a scheduled course.

(Requests for rescheduling that cannot be accommodated by ERT staff will be considered a cancellation per below rates based on timing of request.)

### **Cancellation Fee** (if requested by host site):

45 days or more prior to scheduled course

No Charge – unless non-recoverable costs have been incurred

15 to 44 days prior to scheduled course

25% of Course Cost, plus any non-recoverable travel and material costs

14 days or less prior to scheduled course

50% of Course Cost, plus any non-recoverable travel and material costs

### **Reschedule Fee** (if requested by host site):

45 days or more prior to scheduled course

No Charge

15 to 44 days prior to scheduled course

10% of Course Cost, plus any non-recoverable travel costs

14 days or less prior to scheduled course

25% of Course Cost, plus any non-recoverable travel costs

*Our Mission is Lifesaving...*