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## WORKSHOP REGISTRATION & PAYMENT POLICIES

Following are the policies for The Grove's Personal Compass Workshop. Please read carefully. If you have questions or need further assistance, please contact Donna Lafayette at [donna\\_lafayette@grove.com](mailto:donna_lafayette@grove.com) or +1(415) 561-6132.

### REGISTRATION FEES\*

Full payment is appreciated at the time of registration. Please contact Donna Lafayette for payment options.

**\*For Deerfield, MA registration, payment options, and logistical information, please contact Bela Breslau at [BelaBreslau@comcast.net](mailto:BelaBreslau@comcast.net).**

### CANCELLATION OR TRANSFER STATEMENT

We understand that schedules change. You may transfer your registration to a colleague or friend at any time at no charge if they attend the same workshop for which you were registered, on the same date. You may also cancel your registration. Cancellations and transfers are subject to the stipulations detailed below.

### CANCELLATION POLICY

30 days or more prior to workshop start date	90% Refund
21 to 29 days prior to workshop start date	50% Refund
20 days or less prior to workshop start date	No Refund

### TRANSFER POLICY

Please note that registration for this workshop cannot be transferred to another date. However, you may transfer your registration to a colleague or friend for the same workshop on the same date as long as Donna Lafayette is notified of the change.