



## Cancellation Conditions

Cancellation conditions for training sessions/workshops/conferences/symposia within the Materials & Environment (M&E) group

TU Delft | Faculty of Civil Engineering & Geosciences | Department CEG-3Md | Section: M&E : (read M&E).

It is only ever possible to cancel training sessions in writing (email – fax – letter).  
For the purposes of cancellation, we adhere to the following conditions:

1. You may cancel free of charge up until two months before the relevant event commences.
2. Should you wish to cancel 1 month prior to the commencement date you will be required to pay 50% of the full expenses.
3. If cancellation occurs between 14 days and the actual starting date of the event you will be required to pay the full statutory costs.
4. If the participant in question is unable to attend your organization may, in conjunction with the event producer: [i.batterham@tudelft.nl](mailto:i.batterham@tudelft.nl), arrange for another delegate to be sent.
5. (Only in the case of CMC, MMC and CSC2I courses) it is possible to transfer to a following training course provided that a notification period of 14 days prior to the initial day of the course for which you had originally registered is observed. We will, however, charge an administration fee of € 75,00.
6. Materials & Environment group TU Delft the organiser reserves the right to limit and refuse entries.
7. Materials & Environment reserves the right to cancel events at any time. If M&E cancels the event due to unforeseen circumstances beyond the control of M&E, you are entitled to a full refund of the course fee, or your course fee can be credited toward a future training which would be scheduled at your convenience based upon availability. M&E reserves the right to reschedule an event at any time. If M&E reschedules an event due to unforeseen circumstances beyond the control of M&E, the event will continue at the next available time. M&E is not responsible for travel arrangements, travel fees, hotel fees, or any expenses incurred by you as a result of such cancellation or reschedule.

[Technische Universiteit Delft](https://www.tudelft.nl)

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