

## **CANCELLATION CONDITIONS 2025**

Cancellation policy for training sessions, workshops, courses, conferences, and symposia organized by the **Departments of Materials, Mechanics, Management & Design read 3MD** within **TU Delft | Faculty of Civil Engineering & Geosciences | Department of 3MD**.

Cancellations must always be submitted in writing.

The following cancellation conditions apply:

1. You may cancel your registration **free of charge up to one month** before the start date of the event.
2. If you cancel **between one month and 14 days** before the start date, **50%** of the total fee will be charged.
3. If you cancel **within 14 days** of the event start date, the **full fee** will be charged.
4. If the registered participant is unable to attend, your organisation may—in **consultation with the conference organiser (i.batterham@tudelft.nl)**—nominate a replacement attendee.
5. **(Only applicable to CMC and MMC courses)**: Transferring to a future training session is possible, provided you notify us **at least 14 days before** the start of the original course. An administrative fee of **€50,00** will be charged.
6. **3MD** reserves the right to limit or refuse registrations.
7. The organiser reserves the right to cancel the event. In such cases, the registration fee will be refunded.
8. **3MD** reserves the right to cancel or reschedule any event due to unforeseen circumstances beyond its control. In such cases:
  - You are entitled to a **full refund** of the course fee, or
  - You may choose to **transfer your fee** to a future training session, scheduled at your convenience and based on availability.  
**3MD is not liable for travel or accommodation costs**, or any other expenses incurred due to cancellation or rescheduling.