



NYS Adult Care Facilities/ Assisted Living Residence Regulatory Training



CANCELLATION POLICY

This event is sold as a Series; there are 3 sessions per series. Payment is due in full upon registration. If cancellation becomes necessary, notification is required in writing, by 5:00pm at least **five (5) business days** prior to the first session of the in order to receive a refund less \$100 service fee per registrant. Cancellations received after the stated deadline will not be eligible for a refund. Refunds will not be available for registrants who choose not to attend an event (no-shows); Substitutions are greatly encouraged. Refunds will be credited back to the original credit card used for payment.

Send cancellation requests to Cara Groff, cgroff@esaal.org