

CONFERENCE REGISTRATION POLICY

The following applies to participation in SEA Conferences.

Members

The conference registration fee is \$295 per seat. Your annual membership fee covers your first two seats per conference. Each subsequent seat must be paid at the special member rate of \$195 per seat.

Members Conference Refund Policy

When you register for a conference, you will be asked for your credit card and if you do not attend and do not give 72 hours notice of cancellation of your seat, you will be billed at the \$195 per seat rate for each seat where you did not give 72 hours notice. Once you have registered for a conference, you must cancel your two included seats within 72 hours to avoid cancellation charges.

Non-Members

The conference registration fee for non-members is \$295 per seat. Your registration fee will be applied in full to your first year SEA membership fee if received within 15 days after the conference.

SEA recommends that you bring your owner and CEO/President to these conferences. These conferences are specifically designed for your senior officers and owners to learn about the changes in our industry and how these threaten your company's future success. If you are a sales or business development person wishing to meet new customers, please be advised that our customers have a preference for SEA Performing Suppliers and do not look favorably on guests who attend solely for business development purposes.

Sponsors

The conference registration fee for sponsors is \$195 per seat. The registration fee for your contracted seats is waived. The Member Conference Refund Policy applies to seats reserved by sponsors.

Customer Participants

The conference registration fees for your first two seats are waived and subsequent seats will be \$95 each to cover the actual cost of food and beverage only.

Non-Members Conference Refund Policy

There will be no penalty for cancellations received 30 days prior to the first day of the conference. The full amount paid minus a \$50 processing fee will be refunded.

A cancellation fee of 50% of registration fees plus a \$50 fee will be applied for cancellations received between 29 to 10 days prior to the first day of the conference.

No refund will be issued for cancellations received less than 10 days prior to the first day of the conference.

All cancellations must be sent in writing via fax, or e-mail. Please expect confirmation within two days. A cancellation is not effective unless you receive a written cancellation by email or fax.

Non-Member Discounts

A 15% "Early Bird Discount" will apply to non-member registrations made 30-days in advance of the conference date.