

## **TBBA Event and Sponsorship Payment Policy**

### **Event Registration/Sponsorship Policy**

TBBA requires full payment of all fees, in advance, for admission to, or sponsorship of all events.

Payment may be made by cash, check, credit card, or ACH

If paying by check, please remit payment to:

Tampa Bay Builders Association

512 East Kennedy Blvd

Tampa, FL 33602

Registration for admission and/or sponsorship is considered guaranteed commitment at the time of invoice receipt.

### **Cancellation Policy**

Sponsorships are considered final at the time of commitment and invoiced party is responsible for full payment by invoice date with no eligibility for a payment transfer (credit) or refund.

Cancellations for registrations/admissions received by TBBA 30 calendar days or more prior to the event are eligible for a payment transfer (credit) or refund. Cancellations made within 30 days of the event date are ineligible for refunds or transfer (credit).

Any registrations/admissions over \$1000 are considered final at time of commitment and are not eligible for payment transfer (credit) or refund.

### **Event Cancellation by TBBA/Sponsor**

TBBA reserves the right to cancel an event due to low enrollment or other circumstances which would make the event non-viable.

If TBBA cancels an event, registrants will be offered a full refund.

Should circumstances arise that result in the postponement of an event, TBBA has the right to either issue a full refund or transfer registration to the same event at the new, future date.

**Please note:** Outdoor Events are considered 'Rain or Shine' and are not eligible for refunds.

All of the above policies are subject to change. Please contact accounting at 813-571-8222 ext 304 or [accounting@tbba.net](mailto:accounting@tbba.net) with any questions.

**Statement for Invoice:** TBBA requires full payment of all fees, in advance, for admission to, or sponsorship of all events. The receipt of this invoice is considered a guaranteed commitment. Please refer to [TBBA.net](http://TBBA.net) for a full event and sponsorship payment policy.