

TRUBALANCE



POLICIES FOR CANCELLATION + CREDIT NOTES + REFUNDS IN CANADA

Cancellation Policy

Cancel up to 3 weeks prior to the course start date – \$150 admin fee, where balance of fees paid will be returned in the form of a **refund or a credit note**.

Cancel less than 3 weeks prior to the course start date - \$350 admin fee, where balance will be returned via a **credit note** only; if within 7 days of the course start date - \$350 admin fee, and no **refund or credit note** available.

Credit notes expire in 1 year; if not used within 1 year, the credit is forfeited. **Credit notes** can only be used to pay for Canadian WLM courses with TruBalance Healthcare Inc., (Worldlink Medical & TruBalance Healthcare Inc. Canada are separate companies), and cannot be converted to cash or to pay for other product.

Cancellation Procedure - please email donna@trubalancehealthcare.com. If you wish to cancel or reschedule your course dates, you will receive a confirmation receipt (cell texts are not accepted). TruBalance reserves the right to cancel the conference should there be insufficient registration, or bad weather. In such an event, the full course fee will be refunded.

No shows are non-refundable.

Printed Course Syllabus

Practitioners/attendees have the option of ordering a printed syllabus binder for a fee. Once we ship the binder or you receive it at the first day of the course, the binder is then non-refundable

E-Syllabus/ Digital Files

E-syllabus files are included in the course fee

Once the e-syllabus files are emailed to you via a link from Trubalance Healthcare, Inc. (Canada) or Worldlink Medical. The files are then non – refundable. The Worldlink Medical website is passcoded, the files are only available to attendees of the courses.