

**Maryland FBLA-PBL
Refund/Cancellation Policy
2019 State Leadership Conference**

Our refund policy for cancellations allows for cancellations and/or refunds for registration fees already paid through when the registration system closes, which for the 2019 State Leadership Conference is 5 p.m. on February 27, 2019. After that time, all arrangements for conference facilities, meeting room rentals, gifts for attendees and advisers, general session productions, keynote speakers, workshop presenters, and other expenses have been made, based on the number of registrations received. We still have to pay for them if you cancel. Your commitment to attend determines our commitment to the hotel and other vendors.

Changes (cancellations, substitutions, and/or additions) to your registration are permitted through 5 p.m. on February 27, 2019. Your chapter is financially responsible for all students you have registered in the system by 5 p.m. on February 27, 2019 regardless of whether they attend the conference or not. Cancellations, substitutions, and/or additions can be made by the advisor by modifying their registration through the use of our online registration system at <https://www.gobluepanda.com/>.

After 5 p.m. on February 27, 2019, the only changes permitted are name changes/substitutions (no cancellations or additions). There is a \$20 fee per change/substitution. No refunds or billing adjustments for cancellations will be granted after 5 p.m. on February 27, 2019. Name changes/substitutions are permitted through 5 p.m. on March 1, 2019 and can be handled by e-mailing regsvr@pixelpointllc.com with a carbon copy to djones@mdfbla.org.