

## **Terms & Conditions**

**CANCELLATION POLICY:** Cancellations must be advised in writing at least 10 working days prior to an event. An administration fee of 20% will be incurred for cancellations. A refund will not be given if a delegate fails to attend or cancels within 10 working days prior to the event.

Substitutions within organisations can be made up to one day prior to the event without penalty. Fully paid delegates unable to attend will be provided with on-line access to speaker presentations post event if they are made available by speakers.

**PRIVACY STATEMENT:** The information provided on this registration form will be used to: Process payment, create a conference name tag, publish in a participants list for the event(s) and used in mailing lists for future Biometrics Institute conferences and events.

Please email <u>admin@biometricsinstitute.org</u> if you do not want your information published in the participants list or added to our mailing list.

## **Biometrics Institute Limited 2017**

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