



California Association for Coordinated Transportation (CALACT)
Event Payment & Cancellation Policy

Cancellations

Effective January 1, 2020, CALACT's cancellation policy for events is as follows:

- 1.) Cancellation requests received more than 30 business days advance of the start of the event will be honored less a \$25 credit card processing terminal fee.
- 2.) Cancellation requests received 30 business days or less prior to the start of the event will not be eligible for refund.

Payments

Effective January 1, 2020, CALACT'S payment policy for events is as follows:

- 1.) Sponsorship payments must be received within 30 business days of sale of sponsorship and 30 business days prior to the start of the event, where applicable, or are subject to resale and forfeiture of sponsorship.
- 2.) Vendor payments for exhibit space and other vendor activities must be received within 30 business days of sale and at least 14 business days prior to the start of an event, where applicable, or are subject to forfeit and resale of exhibit space and/or vendor activities.

Other considerations

Late payments (defined as payments made outside of the aforementioned parameters) are subject to a 10% late fee.