

## **Cancellations**

1. *Salon A and Salon B:* A full refund less \$10.00 processing fee is refunded if the request is within 10 full working days. The balance of funds will be returned by mail within 10 working days
2. All cancellations received less than 10 full working days from the rental date will result in the forfeit of the deposit, which is equal to one hour's rental rate.
3. *Rotary Room:* A full refund less \$10.00 processing fee is refunded if the request is within one month from date of the event. The balance of funds will be returned by mail within 10 working days
4. All cancellations less than one month will forfeit their deposit of \$100.00.
5. In the event that inclement weather forces cancellation of an event, the refund will be in full.