



There is nothing accidental about a good workplace safety record

CDN SAFETY TRAINING CANCELLATION POLICY

PARTICIPANT CANCELLATION:

- Requests to withdraw from a scheduled course must be made 3 business days (excluding weekends) prior to a course date. If the request is not received prior to the 3 business days, payment for the full course will be invoiced. (If the course was prepaid, no refund will be given).
- Participants must obtain a cancellation confirmation from a representative of CDN Safety Training by email at info@cdnsafetytraining.ca prior to their attendance being considered cancelled. Please include your course name and date in your request.
- If a participant's request to withdraw was made in accordance with our cancellation policy of 3 business days, the participant may either register for the next available course as paid in full, or receive a refund less an administration fee of 25% of the course fee.
- Participants who withdraw after the class start date, are late arrivals resulting in denial of entry into class or who fail to attend without notification will not receive a refund of the course fee.
- Substitution of qualified participants is allowed up to the course start date.

HOST CANCELLATION:

- CDN Safety Training reserves the right to cancel any courses due to insufficient enrollment or for other reasons. Every effort will be made to advise participants if a class must be cancelled with at least 3 business days' notice prior to the start date.
- If CDN Safety Training must cancel a class, participants will be offered the option of transferring to the same course at a later date or be issued a credit to a future course of their choice.