



# **ON FIRE MISSION**

Renewal in the Spirit through Word & Sacrament

## **ON FIRE CONFERENCE BOOKING AND CANCELLATION POLICY**

### **BOOKING**

Your place for the conference is secured on receipt of the booking form and deposit of £60.00. The deposit is payable to On Fire Mission.

The balance will be paid no later than eight weeks before the Conference. Failure to pay the balance by this time may incur additional charges and your place will not be guaranteed. (The balance may be paid by standing order if required. Details from the Administrator).

### **CANCELLATION**

If you decide to cancel your booking for the conference you must notify the Administrator in writing. The cancellation date will be the date written notice is received. Cancellation made eight weeks or more prior to the conference will be fully refunded, minus deposit.

Cancellation after this date will incur charges. Details below.

42-56 days prior to the conference 50% refund minus booking charge of £60.00. After this date NO REFUND.

### **INSURANCE**

We strongly advise you to take out conference/travel insurance.

### **TRANSFER OF BOOKING**

Please note that places are non-transferable without the agreement of On Fire Mission.

*Registered Charity Number 1157273*

**[www.onfiremission.org](http://www.onfiremission.org)**