

Payment, Cancellation and Substitution Policies for DMA07 Conference and Exhibition

1. PAYMENT

A completed registration form, along with full Payment to process your registration, your credit card number, or company check (payable to DMA), MUST accompany your registration. Registrations without full payment will not be processed.

2. SUBSTITUTIONS AND CHANGES

Please submit changes and substitutions in writing to DMA Registration & Housing. Delegates will receive a confirmation within seven (7) business days. Changes received after September 28, 2007, will be handled on-site.

3. CANCELLATIONS

If you cannot attend DMA07, please send a substitute. Substitutions are allowed at any time and no fees are imposed.

If you cannot send a substitute, please contact Customer Service four (4) weeks or more in advance of the event and your registration fee in full will be held on account for a future event. If you must cancel your registration, please refer to the Cancellation Refund Schedule below. Registrants who do not cancel or arrange to have their registration fee held on account prior to the event, and fail to attend the event, forfeit their registration fee.

CANCELLATION REFUND SCHEDULE

- September 14, 2007 or before: 100% refund or credit on account

- September 15, 2007 through October 12, 2007:
No refund – credit on account minus \$150 fee

- October 13, 2007 or no show:
No refund – no credit on account

DMA is not responsible for any expenses incurred by you as a result of your registration, whether the event was attended or not.