

# **Arts Building Cancellation and Refund Policy**

## **If the Class is Cancelled by the Arts Building**

1. If for any reason a class is cancelled, all class participants will receive 48 hours notice of the cancellation by email. In that case, you will receive a full refund. All classes run as scheduled unless you receive notice otherwise.
2. Payments made by Paypal will be refunded through Paypal. Payments made by cheque or cash will be refunded by cheque. You also have an option to receive a credit in the same amount toward a future class.

## **If You Need to Cancel a Class**

- 1) To obtain a full refund for a paid class please give the Arts Building 48 hours notice.
- 2) To request a full refund, please either phone 604-740-7790 or email us at [theartsbuilding@gmail.com](mailto:theartsbuilding@gmail.com). Payments made by Paypal will be refunded by Paypal. All other refunds will be by cheque.
- 3) When less than 48 hours notice is given, please contact us at [theartsbuilding@gmail.com](mailto:theartsbuilding@gmail.com). Under certain circumstances a refund or class credit may be given.
- 4) In the event of having paid for a class but not giving any notice for not appearing at the class, no credit will be given.