



# GENERAL TERMS AND CONDITIONS

## **Course Registration**

The myLIFE College Event is secured by completion and return of the application

Registration for the event is in force with the signature of the GC and the completed Direct Debit.

The sum of 150.00 per event will be charged by direct debit four weeks prior to the myLIFE Event.

A deposit is not required.

\*see below

## **Balance of Payment**

The course fees less, the deposit for the Willow System Practitioner Training, is due four weeks before the course begins. No reminders are sent. It will be debited from your Credit Card or PayPal account automatically by the Willow System Center administration.

## **Early Bird Discount**

To receive an Early Bird Discount payment must be made in full 6 to 8 weeks before the course begins. To save any confusion, please remember to mark the required field in the application form.

## **Payment**

We accept payment by MasterCard, Visa Card or PayPal.

## **Cancellations and Transfers**

6 Weeks before course commences:

You can transfer to another course if written notification is received 6 weeks before the course commences. We will require an additional \$30 administration charge.

\* see below

## **Insurance**

We recommend that you take out cancellation and travel (if appropriate) insurance to cover your costs in the event of bereavement or serious ill-health preventing you from attending the course.

## **If we cancel**

In the event that we have to cancel a course, all course fees paid (including deposit) will be refunded in full. Alternatively, you may transfer all monies to another course. We are unable to refund any travel costs which you may have incurred in advance.

## **Changes**

We reserve the right to alter the schedule of courses and to change course titles. All persons on the original course will be given the opportunity to transfer (without charge), remain on the new course or receive a full refund.

## **Refusal**

We reserve the right to refuse any Registration or in the case of a series of Registrations to terminate the place allocation of any participant at any stage. Such refusals will be notified in writing. No other correspondence will be entered into in such circumstances. All monies paid will be refunded in full.

## **Food allergies or special diets**

Any food allergies or special dietary requirements must be advised on the Registration form at time of Registration. If we are not advised subsequent to take your Registration, we will not be able to accommodate any special dietary requirements or food allergies. Your Registration will be cancelled and no refund will be given.

## **General limitations on liability**

If loss, death, personal injury or damage is caused by the act or omission of any third party unconnected with the provision of the courses neither Rita Harrison, Willow System Center nor its employees or contractors will have any liability to you for such loss, death, injury or damage.

## **Disclaimer**

This information is presented for educational purposes only. It is not intended as a substitute for your own research into anything that is mentioned. It is recommended that you act FREE and on your OWN recognizance. The provider of this information is not infallible; and, thus, honors each person's sovereignty and feedback.

To the full extent allowed by applicable law, you agree that we will not be liable to you/or any third party for any consequential or incidental damages (including but not limited to loss of revenue, loss of profits, loss of anticipated savings, wasted expenditure, loss of privacy and loss of data) or any other indirect, special or punitive damages whatsoever that arise out of or are related to the Willow System Center, Rita Harrison nor its employees or contractors. The Willow System Center, neither Rita Harrison nor its employees or contractors do not warrant that the functions contained in the material contained in The Willow System Practitioner Training will be error free.

\*If the required minimum of participants is not reached, we reserve the right to cancel the course, all course fees paid (including deposit) will be refunded in full. Alternatively, you may transfer all monies to another course at a later date.

**Recording on tape or other media is not permitted.**