

Cancellation Policies — Meetings & Events

MMPA Hotel Cancellation Policy — All hotel deposits are refundable if cancellation is received by the hotel prior to **April 3, 2023**. After **April 3, 2023**, please note the following: Cancelled reservations will result in 100% payment (room and tax) for the entire stay. **The individual's credit card will be charged accordingly by the hotel with the MMPA invoicing for the balance.**

A change in a reservation resulting in a reduction of room night(s) will result in 100% payment (room and tax) of the cancelled room night(s). MMPA regrets any inconvenience associated with this policy which is now industry standard in the meetings and events industry. Last minute guestroom cancellations leave MMPA exposed to large contractual commitments with no opportunity to resell the guestrooms. Careful planning will alleviate any financial exposure for the individual and the association.

MMPA Registration/ Attendance Fees Cancellation Policy — Cancellation of participation in the MMPA 2023 WM® Millwork Marketplace before **March 25, 2023**, will result in a refund less a 30% administration fee. Cancellation of participation in this event on or before **April 3, 2023**, will result in a 60% registration fee refund. No refunds will be extended to cancellations of participation in this event on or after **April 4, 2023**. MMPA regrets any inconvenience associated with this policy which is now industry standard in the meetings and events industry. Last minute cancellations leave MMPA exposed to food, beverage, and meeting space commitments to the hotel, transportation providers and event suppliers. Careful planning will alleviate any financial exposure for the individual and the association.

MMPA Optional Activity Cancellation Policy — MMPA cannot extend refunds for optional activities after **April 4, 2023**, unless specifically outlined in the registration paperwork. Last minute cancellations leave MMPA exposed for optional activity fees as headcounts are provided well in advance and guaranteed with contracts.

Do I register as a Company Representative or a Spouse/Guest attendee? Company Registration Fees and Spouse/Guest Registration Fees are not interchangeable. If you register as a company registrant, you may not attend/partake in the Spouse/Guest activities and vice versa. ***If a company registrant would like to participate in the WM® Ladies functions, please add the additional optional activity fees into your registration. If you do not know the cost of the activity fees, please contact MMPA staff. Thank you for your understanding.*** Please contact staff with specific questions or inquiries.