

HIMSS SoCal Program Registration and Refund Policy

Approved June 7, 2011 by Board of Directors

1. The So Cal HIMSS Chapter does not provide refunds for program registration fees. “Any cancellation requests received prior to four (4) business days before the program date will be offered a voucher to transfer the registration fees toward a future program within the next twelve (12) months. The Chapter does not issue vouchers for the transfer of funds for any cancellations after four (4) business days prior to a program.”The registrant is responsible for requesting the cancellation and future program voucher by sending an email to registration@himss-socal.org. When registering for another program, the registrant should use the voucher payment method.
2. The “Voucher” payment method will be used by those submitting a voucher for a transferred registration. It will also be used by the Planning Committee, Active Board Members, and by sponsors for program registration. Explanation of the voucher payment is required.
3. Registration fees within seven (7) days of a program will be the same as the walk in rate.
4. The “Pay by Check” payment method will continue to be offered and will be used only for those paying by check. The check must be received by two (2) weeks prior to the program. The pay by check function may be deactivated three (3) weeks prior to the event.
5. The refund/voucher policy will be documented on the SoCal HIMSS website in the Calendar of Events section as well as in the Registration Success text.