

Professional Learning & Training Terms and Conditions

All cancellations must be in writing and emailed to info@workingitout.org.au .

No fee will be charged for cancellations received 5 working days **before** the event start date.

Cancellations received 5 working days or less before the event start date will incur a cancellation fee of 25% of the total event fee, unless rescheduled within a 3-month timeframe.

Working It Out may consider a request to waive all or part of the cancellation fee in exceptional circumstances. Requests to waive the fee must be submitted in writing and provide relevant documentation to substantiate the claim. Please send to ceo@workingitout.org.au .

All participants must behave in way that is respectful to other participants, the LGBTIQ+ community and the session facilitators. Failure to do so may result in a participant being asked to leave, or the session being halted.

Working It Out will endeavour to negotiate any changes with you but reserves the right to alter any of the arrangement for events either before or during training as required.

Payment is on 14 days of receipt of invoice.