



SUBSTITUTION/CANCELLATION POLICY

There is no fee for name change substitutions. Please e-mail substitution requests to coe@coe.org by April 21, 2017. Substitutions on company letterhead will also be taken during on-site registration.

COE must receive all cancellations in writing via e-mail at coe@coe.org. Cancellations received by February 17, 2017 will receive a full refund minus a \$100 processing fee.

Cancellations received between February 18 and April 21, 2016 will receive a 50% refund.

Regrettably, NO REFUNDS will be given after April 21, 2017.

By participating in the COE 2017 Annual PLM Experience & TechniFair, you acknowledge that you might be photographed or videotaped in connection with COE activities. By submitting this form, you agree that COE is the sole owner of all rights to the resulting photographs and video footage for all purposes relating to COE business. Your name and likeness may be used by COE in advertising and promotional materials. Participants shall receive no compensation for appearance in any materials.

If any circumstances or event beyond the control of COE causes cancellation of all or any portion of the event, COE agrees to refund any portion of the registration fee which COE is reimbursed by insurance or other third party and shall not be liable for any other refund or payment arising from the cancellation or for other liability or damages arising from the event.