



Parenteral Drug Association New England Chapter Event Fee Policy

Revision 1, Effective: 21 Oct 2015

Approved by the PDA New England Chapter Board on 21 October 2015.

1. The PDA New England Chapter organizes and runs events for the benefit of promoting industry awareness to our membership.
2. Members of the PDA New England Chapter will receive discounted event fees to encourage participation in the chapter's activities.
3. Past Presidents of the PDA New England Chapter will receive free admission to chapter events to thank them for their years of service and dedication to the industry and the organization.
4. The primary and secondary organizers of chapter events will each receive free admission to the event that they organized to encourage active membership participation and leadership. If not obvious, the primary and secondary organizers will be determined by the PDA New England Chapter executive board.
5. Presenters, moderators, and members of companies who sponsor a tour at events will each receive free admission for the event to which they are actively participating to thank them for their contributions.
6. Free admissions may also be conferred upon special guests as approved by the PDA New England Chapter executive board.
7. The PDA New England Chapter may confer the membership discount on a temporary basis to partner organizations as authorized by the PDA New England Chapter executive board and documented in business meeting minutes. Should the temporary partner discount last more than two (2) years, the executive board is encouraged to modify this Event Fee Policy to make the partner discount permanent.
8. People registering for a PDA New England Chapter event as directed on the event's promotional literature (flyer, website, etc.) are committing to paying for the event according to the event's fee structure (member, non-member, student, etc.). Unless a registrant cancels their reservation to the event coordinator(s) by the deadline specified on the event's promotional literature, the registrants are responsible for paying the agreed-to event fee. Those requesting refunds after the deadline are welcome to provide a substitute registrant, but refunds after the deadline will not be honored.
9. In case of dangerous travel conditions, extremely low number of registrations or other unforeseen events, the PDA New England Chapter executive board may cancel or reschedule the event with as much advance notice as possible. In this case registrants will not be liable for the agreed-to fee and any payments collected will be refunded. The PDA New England Chapter will not reimburse registrants for travel expenses incurred for cancelled or rescheduled events.
10. Those entitled to free admission are allowed to pay for their admission if they so choose.