

MASSBIOHUB

Cancellation Policy

Should it be necessary for you to cancel this event after execution of this Contract, the following scale will be implemented to recover any loss incurred by the MassBioHub due to cancellation.

Time Period (Business Days)	Percentage of Total Revenue Commitment Due
From 30 days or less prior to the event scheduled date	100%
From 31 - 60 days prior to the event scheduled date	75%
From 61 days + prior to the event scheduled date	25%

More than sixty (60) business days from the event date, an amount equal to twenty-five percent (25%) of event costs based upon the minimum estimate in the **EVENT COSTS** section of the MassBioHub Contract, is due.

Thirty-one (31) to sixty (60) business days prior to the event date, an amount equal to seventy-five percent (75%) of the event costs, based upon the minimum estimate in the **EVENT COSTS** section of the MassBioHub Contract, is due.

Anytime up to thirty (30) business days prior to the event date - an amount equal to full payment of the event costs based upon the estimate in the **EVENT COSTS** section of the MassBioHub Contract. This amount will be due and payable within seven (7) business days of cancellation. These payments may be subject to applicable taxes.

In the event that scheduled meeting dates are postponed and/or canceled due to a municipal or state shutdown, MassBioHub will work with the Company to extend the Agreement term and select an alternate set of meeting dates. If no mutually agreed-upon meeting dates can be determined, MassBioHub will process a full refund.

If scheduled meeting dates are postponed and/or canceled for any reason other than a municipal or state shutdown or an Act of God, the Company can postpone to a future date that will take place within ninety (90) business days from the originally scheduled meeting date. Any deposits on file can be applied to the first rescheduled meeting. If **the COMPANY needs to postpone more than one time**, the Company will forfeit its original deposit and will be required to pay all contracted **EVENT COSTS** for each rescheduled date.