



Japanese Teachers' Association of NSW (JTAN) Inc.

ABN 94 045 344 808
PO Box 6453, North Sydney 2060
<http://www.jtan.org.au>

REFUND POLICY

updated 1 September, 2015

The Japanese Teachers' Association of NSW (JTAN) collects participation fees for some events. We will refund the fee to the payer in the following cases.

Workshop participation fee

- When the payer's written cancellation notice (e.g. email) is received by enquire@jtan.org.au by one week prior to the event.
- When a doctor's certificate, which covers the date of the event, is received by JTAN PO Box 6453, North Sydney, NSW 2060.
- When a compassionate reason/s is involved. Please send your refund request and the explanation of cancellation or no-show to enquire@jtan.org.au as soon as possible.

Exams/ Resources

- When JTAN receives written cancellation notice (e.g. email) from the purchaser prior to dispatching the CD by post or accessing the downloading system.

Contact us

JTAN welcomes your comments regarding this Refund Policy. If you believe that we have not adhered to this Policy, please contact enquire@jtan.org.au.