



Cancellation Form

This form should be used by those wishing to cancel their PRIM&R IACUC19, IACUC19 Preconference Program, and/or 2019 NWABR Regional IACUC/IBC Conference registration(s). Only cancellations submitted via this form will be accepted. Upon completion, please email this form to registration@primr.org, fax it to 617.423.1185, or mail it to 20 Park Plaza, Suite 720, Boston, MA 02116. Please note that this form must be received by 5:00 PM ET on March 18, 2019. Please contact us by phone at 617.423.4112, ext. 0, or via email at registration@primr.org if you have any questions.

Registrant Contact Information

Name, Degree(s): _____

Title: _____

Institution/Company: _____

Address: _____

City/State/Zip/Country: _____

Phone: _____ Fax: _____

Email: _____

Check all that apply:

- I wish to cancel my registration for the IACUC19 Preconference Program on April 1.
- I wish to cancel my registration for IACUC19 on April 2-3.
- I wish to cancel my registration for NWABR19 on April 4.
- I do not wish to be refunded; please donate the balance of my registration fees to the [Joan Rachlin Scholarship Fund](#).

If original payment was made via check: Please indicate the address the refund check should be sent to (if different from the address listed above): _____

The refund check should be made payable to: _____

If the original payment was made via credit card: Card Type (select one): Visa MasterCard American Express

Card Number (last four digits): _____ Expiration Date: _____

Name of Card Holder: _____

Please note that only the credit card used for purchase may be refunded.

Cancellation Policy

Cancellations must be made by completing and returning this form by **5:00 PM ET on March 18, 2019**. Cancellations must be faxed or emailed to PRIM&R to the attention of Conference Registration. Once your cancellation is complete, a confirmation email will be sent from PRIM&R; please keep this email for your records. Refunds will be issued for all cancellations received by 5:00 PM ET on March 18, 2019, minus a processing fee (\$75 for PRIM&R/NWABR members; \$100 for nonmembers), within 60 days of the conclusion of the conference. No refunds will be issued for cancellations received after 5:00 PM ET on March 18, 2019. Registrants who do not attend the conference and who do not contact PRIM&R in writing by 5:00 PM ET on March 18, 2019, to cancel their participation are responsible in full for their fees. Refunds will not be issued for PRIM&R membership dues.

Signature: _____ Date: _____

For office use only

Date _____ ID# _____ Original Amount Paid _____ Amount to Refund _____

Approval _____ Date Approved _____