

## Event Terms and Conditions

**Friday, October 17, 2014**

The following terms and conditions are effective for all Mohawk Global Trade Advisors (MGTA) seminars, webinars, and other hosted events as of April 24, 2015 and are subject to change without notice.

### What's Included

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#### *Seminars*

Attendees will receive handouts and other printed reference material, as well as a certificate of completion at the end of each live event. Refreshments and a light breakfast (for morning seminars) or lunch (for afternoon seminars) will be served at each seminar at the discretion of MGTA. Attendees are required to notify MGTA of special dietary restrictions.

#### *Webinars*

Attendees will receive a link to download reference material prior to the webinar. Payment must be approved before the link will be sent. A certificate of completion will be emailed to all registrants who attend the webinar.

#### *Other Hosted Events (includes International Trade Day)*

Refreshments will be served at the discretion of MGTA. Please see the individual event's web posting for a full description of what's include with admission.

### Disclaimer

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MGTA is not responsible for individual technical failures resulting in an inability to attend a webinar, and we suggest you test your system to ensure your computer meets [GoToWebinar's system requirements](#).

### Unauthorized Distribution

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MGTA restricts unauthorized distribution of our webinar recordings; MGTA does not provide access to webinar recordings, nor will they be provided to registrants who fail to attend webinar presentations. Please note that only the purchasing individual has access to the webinar. Purchases at the individual rate are for personal use only and no materials may be shared or stored in libraries. All material presented is copyrighted.

### Continuing Education Credits

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Many of our events are certified by the National Customs Brokers and Forwarders Association of America (NCBFAA) for Certified Customs Specialist (CCS) or Certified Export Specialist (CES). In order to receive credits for approved events, attendees are responsible for providing their CCS or CES ID number when registering for an event.

## Group Discounts

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The following discount applies to seminars and webinars only and is available to groups of 2 or more provided that all members of the group are registered at the same time, using the same online registration form (located at the bottom of each event page). Late additions to a group are not allowed.

For groups of 2 or more, each participant receives a 10% discount (applies to seminars and webinars only).

## Refunds/Cancellations

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In the event that MGTA cancels a seminar or webinar, registration fees will be refunded in full. Excluding such a cancellation, MGTA will not issue refunds. However, registrants who are unable to attend a seminar or webinar may choose one of the following options:

- ***Substitute***

Substitute a person from the same company to attend the seminar/webinar in the registrant's place. Please notify us of the attendee's name and contact information before the event.

- ***Transfer***

Transfer registration to another seminar or webinar date/location to be held within 12 months of the original event date. Registrants must contact Pam Rubenstein at (315) 552-5497 to transfer to another date/location. Transfer requests must be made a minimum of 10 days prior to the newly desired event date. Please note that all registrations are made on a first come, first serve basis. While we will make every effort to accommodate transfer requests, we cannot guarantee your admittance to an event unless you contact us to pre-register. We encourage you to pre-register as early as possible, as some events sell out quickly.

<http://mohawkglobalta.com/seminars-events/terms-and-conditions/>