



Terms and Conditions

Training and Events Booking Terms and Conditions

The Mammal Society takes great care to ensure that all courses & events it runs are well researched and venues and accommodation are reputable. The Mammal Society however has no control over these facilities and is not responsible for any problems that should occur.

Personal insurance for personal equipment, belongings and money is the responsibility of those booking and we accept no liability for loss or damage to participants' personal belongings.

Booking confirmation

Bookings can be made online at www.mammal.org.uk or by calling 023 80010984 during office hours.

Payment for courses

We accept payment by cheque, credit / debit card or PayPal.

Organisations can request to be invoiced for training and events bookings. Please supply any relevant reference numbers. Invoices should be paid in full within 28 days of receipt, by BACS, cheque or card payment.

Please note that as a small charity we neither charge nor reclaim VAT.

Places cannot be reserved.

Cancellation

If it is necessary for you to cancel your booking for whatever reason, please inform us as soon as possible in writing. Cancellation is effective from the date your letter is received at our office and may be subject to cancellation charges as follows:

- For cancellations up to 4 weeks before a course or event, a refund will be issued less a cancellation charge equal to 25% of the course / event fee
- For cancellations up to 2 weeks before the course or event, a refund will be issued less a cancellation charge equal to 75% of the course / event fee
- Cancellations made within 2 weeks of the course / event will not be eligible for a refund.
- You can transfer to another date or course / event for free or with supplemental payment if the new course incurs a greater fee.

If we cancel a course

In very rare instances it may be necessary to cancel or modify a workshop or event. In these circumstances, participants will be informed as soon as possible and all participants will be offered a full refund or the chance to transfer to an alternative date or course / event. The Mammal Society does not accept liability for other costs incurred due to the cancellation of courses / events.