

Financial Information

A deposit of \$500 is due on January 5, 2012.

The remaining balance is divided into 2 installments, with one half of your balance due 75 days* before the festival. The remaining balance on your account is due 30 days before the event. Invoices are produced through the web site. An email reminder to log in and print your invoice will be sent approximately 30 days before each invoice is due.

*It is crucial that your payment arrives on time, or your final invoice will be incorrect.

Any account that has not made any payment by the final payment deadline will be canceled and their groups removed from the performance schedule. Once a group has been removed due to lack of payment, their account cannot be reinstated.

<i>Weekend</i>	<i>Deposit Due</i>	<i>1st Installment Due</i>	<i>Final Payment Due</i>
March 23-24	January 5, 2012	January 8, 2012	February 22, 2012
March 30-31	January 5, 2012	January 15, 2012	February 29, 2012
April 13-14	January 5, 2012	January 29, 2012	March 14, 2012
April 20-21	January 5, 2012	February 5, 2012	March 21, 2012
April 27-28	January 5, 2012	February 12, 2012	March 28, 2012
May 12-13	January 5, 2012	February 27, 2012	April 12, 2012

Number Changes

When making payments, log into your account and make any necessary changes.

Payment Methods

Festivals of Music accepts the following forms of payment:

- Check
- Money Order
- Visa, MasterCard, American Express, Discover

We DO NOT consider Purchase Orders a form of payment.

All invoices are issued in US Dollars and payments are due in US Currency.

Returned Checks

There is a \$20.00 penalty for all returned checks.

If a personal check issued by a parent affiliated with your organization is returned for any reason, your group will be held responsible for the \$20.00 fee.

Final Counts

The "send invoice to" contact will receive an email fifteen days prior to the festival instructing them to log in and update the final counts. This will be the number of tickets (where applicable) and pins reserved for your school. Your fees will be based on the numbers you guarantee at that time. You are responsible to guarantee your totals regardless of receipt of this email. If you do not guarantee your totals at least 10 days before your trip, you will be charged for the count in your account at the ten-day deadline. Participant numbers cannot go down after the required guarantee date, and unused attraction tickets cannot be returned to our office for a refund.

<i>Weekend</i>	<i>Final Counts Due</i>
March 23-24	March 14
March 30-31	March 21
April 13-14	April 4
April 20-21	April 11
April 27-27	April 18
May 12-13	May 2

Cancellation and Refund Policy

If you are using a travel planner, please refer to your Tour Agreement for their cancellation guidelines.

In the event it is necessary for a school to withdraw from the festival, a full refund will be issued, provided the cancellation is received **60 days** prior to your scheduled adjudication date. All cancellations must be submitted through our website.

Cancellation received **59-30** days prior to adjudication will result in a cancellation penalty of \$25.00 per person. All other payments will be refunded.

Cancellation received **29 days** or less before departure will result in forfeiture of all payments. If payment received does not equal \$25.00 per person, you will be invoiced for the balance.

If web cancellation is not submitted, all applicable cancellation policies apply.

Please note

This policy remains in effect regardless of School Board policy change and world events. Such circumstances do not negate the terms of the cancellation policy.

Change of Festival Date and/or Location

All festival location and date changes must be submitted through our website. Simply log in to your account, select the reservation you would like to change, and then follow the steps on your screen. Changes will not be taken over the phone.

Liability Disclaimer

FESTIVALS OF MUSIC, INC. 1784 West Schuylkill Road, Douglassville, PA 19518 acts only as agent for the various companies whose services and accommodations are made available, and accepts no responsibility in whole or in part for any injury, personal injury, damage loss, accident, delay or irregularity which may happen by default of any hotel, restaurant, company, or person rendering any of the services included, or by natural forces. No responsibility is accepted for any damage or delay due to illness, pilferage, labor disputes, machinery breakdowns, quarantine, governmental restraints, weather or other causes beyond their personal control. FESTIVALS OF MUSIC also disclaims any responsibility for personal injury or property damage arising from the event. If it becomes necessary to cancel or alter the schedule of events, such alterations or cancellations may be made.