



ENVIRONMENTAL LAW INSTITUTE®

AN INDEPENDENT, NON-PARTISAN ENVIRONMENTAL EDUCATION AND POLICY RESEARCH CENTER.

EVENT POLICIES

Recording Policy

Individuals attending Environmental Law Institute events may be recorded, photographed, or otherwise caught on camera or broadcasting devices during the course of a meeting. By attending ELI events, attendees grant permission for their likenesses and the content of their comments, if any, to be broadcast, webcast, published, or otherwise reported, recorded, or used by ELI.

ASSOCIATES (ELI MEMBER) SEMINAR POLICIES

Substitution Policy

Individuals who are registered for an Associates/Member Seminar, but are unable to attend, may have someone from the same organization attend in their place if this request is made before the registration deadline.

Refund & Cancellation Policy

If you cancel your registration before the registration deadline, we will refund your registration fee minus \$10. If you cancel your registration after the registration deadline, you forfeit your registration fee.

Any membership dues you paid in tandem with registration for Associates Seminars are not refundable.

ELI PROFESSIONAL PRACTICE/SKILLS SEMINAR/MASTER CLASS POLICIES

Registration Policy

Registrations must be received by the applicable registration deadline. No registrations will be accepted at the event.

Substitution Policy

Individuals who are registered for a Professional Practice/Skills Seminar, but are unable to attend, may have someone from the same organization attend in their place, subject to the following rules:

- CLE credit is not available to substitutions that occur after the substitute's jurisdiction's deadline has passed (see individual event website for deadlines).

- Substitutions are not allowed after the registration deadline under any circumstances. If neither you nor your would-be substitute is seeking CLE credit, you may substitute someone from within your organization before the registration deadline.

Refund & Cancellation Policy

If you cancel your registration before the registration deadline, we will refund your registration fee minus \$35. If you cancel your registration after the registration deadline, you forfeit your registration fee. *Any membership dues you paid in tandem with such registrations are not refundable.*

CLE Transferability Policy

Continuing Legal Education credit is not transferable in any way.

BOOT CAMP POLICIES

Registration Policy

You, or your organization, must be an ELI member to attend our Eastern or Western Boot Camp on Environmental Law®. To find out if your organization is an institutional member, please visit: <http://www.eli.org/> and click on "Join" at the top of the web page to view ELI's membership rosters.

No registrations will be accepted at the event.

Boot Camp CLE Credit Policy

If you submit a completed registration for Eastern or Western Boot Camp on Environmental Law® by the prescribed date (please refer to the course registration form), ELI will apply for Continuing Legal Education (CLE) pre-approval, where available, for the state(s) you indicate on your registration form. Applicants registering after the prescribed date may need to secure their own CLE approval; ELI will provide certificates of attendance for this purpose.

CLE Transferability Policy

Continuing Legal Education credit is not transferrable in any way.

Substitution Policy

Individuals who are registered for Boot Camp, but are unable to attend, may have someone from the same organization attend in their place, subject to the following rules:

- Substitutions are allowed before the registration deadline, but please note the Boot Camp CLE Policy, above.
- Substitutions must be requested at least two business days before the start of Boot Camp; requests received after that date will not be accepted and the Refund & Cancellation Policy will be triggered.

Refund & Cancellation Policy

Should you need to cancel your Boot Camp registration, your eligibility for refunds will depend on when you submit your request:

- You will be eligible for a full course refund if you submit your request by the Full Course Registration Deadline (see individual event registration form/website for date)
- You will receive a refund of your registration fee minus a \$100 cancellation fee if you cancel after the Full Course Registration Deadline and before the Final Refund Deadline (see individual event registration form/website for date).
- All cancellations made after the Final Refund Deadline will not be refunded in part or in whole. ELI may accept a limited number of late registrants, space permitting. Any late non-complimentary registrations will be subject to a late fee.

Complimentary registrations cancelled before the Final Refund Deadline will be credited to the member organization for future use during their current membership year. Any complimentary registrations cancelled after the Final Refund Deadline will be lost.

At no time will any membership dues you paid in tandem with Boot Camp registration be refundable.