



LES International Conference

“MAKE THE WORLD BETTER THROUGH LICENSING”

May 18-21, 2014

Moscow

Terms and Conditions of Pre-Tours Booking and Payment

Terms and conditions

- Please note that in order to book pre-tours through ACADEMSERVICE, delegates should be registered online for the LES International Conference and paid in full.
- All reservations should be made **no later than 18 April 2014**.
- All pre-tours are on a seat in coach (SIC) basis (non-private).
- All pre-tours are conducted with English speaking guide.
- Confirmation is subject to availability and will not be confirmed until full payment is received. After received payment you'll be supplied with a tour voucher.
- You should bring the tour voucher to the pre-tour indicated in it. Tour voucher will be provided by Academservice upon 100% prepayment.
- Should the pre-tour selected did not achieve the minimum of 10 participants, Academservice has a right to cancell the pre-tour.
- Any modification or amendment request for a per-tour booking should be made in writing form and sent to les2014@acase.ru **no later than 25 March 2014**.

Terms of cancellation

- Cancellation policy: cancellation can be made without penalties **no later than 13 February 2014**
- Cancellation made **from 14 February till 25 March** is subject to cancellation fee equal 50% cost for the whole tour package.
- Cancellation made **after 25 March** is subject to cancellation fee equal 100% cost for the whole tour package.
- Refund will be made by ACADEMSERVICE **no later than 10 business days** after cancellation. In case payment was made by a bank transfer, bank fees will not be refundable.
- No refunds will be granted for No shows and latecomers.

Terms and methods of payment

- 100% prepayment is required at the moment of booking.
- Payment can be made by Credit Card (Visa/MasterCard/EuroCard/JCB) in RUB or by bank transfer in RUB, USD, EUR.
- Please note that bank transfer fees are at participants or company's charge.
- Please note that American Express, Visa Electron and MasterCard Electron are not accepted.