

# Application and Cancellation Rules

FoWo 2022 | Cluj-Napoca 05-10/12/2022

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## 1 Participants

The number of participants for the FoWo will be 20 plus 4 trainers.

## 2 Application Rules

Once the applications of this event are open, you must fill the google form that is going to be available on the website.

#### 12th of September 2022 at 19:00 UTC

The first round of applications starts.

The applications are processed in a "first come- first served" way. In order to maximise diversity, priority will be given to the first (1) members of each (P)AS.

#### 3<sup>rd</sup> of October 2022 at 23:59 UTC

The first round of applications ends.

#### Until 4th of October 2022 at 12:00 UTC

Confirmation emails for the applicants will be sent to each (P)AS. Once the membership is confirmed, personal confirmation emails with a reminder of the cancellation rules plus the payment information will be sent to every accepted participant in this first round.

Participants not accepted in this round will get inside a waiting list.

#### 12th of October 2022 at 19:00 UTC

The second round of applications starts.

The applications are processed in a "first come- first served" way. In order to maximise diversity, priority will be given to the first (1) members of each (P)AS.

#### 4th of November 2022 at 23:59 UTC

The second round of applications ends.

#### Until 5<sup>th</sup> of November 2022 at 12:00 UTC

Confirmation emails for the applicants will be sent to each (P)AS. Once the membership is confirmed, personal confirmation emails with a reminder of the cancellation rules plus the

payment information will be sent to every accepted participant in this second round. Participants not accepted in this round will get inside a waiting list.

## 3 Payment

The participation fee is 100,00€ (EUR 100). It covers five (5) nights (05-10 of December 2022) of accommodation, meals (welcome dinner, breakfast, lunch, dinner, final dinner and breakfast of the  $10^{th}$ ) and transportation within the event.

Travel costs to Cluj-Napoca are not covered. Extra nights are not covered, however, if you need to spend more nights feel free to contact the organisation team, they will be glad to help you.

The payment information regarding will be provided to the participants via email, once confirmed.

### 4 Cancellation Rules

A participant confirmed by the organizing committee that is finally unable to attend the event has the option of cancelling the participation.

To cancel the participation, the participant has to send an email to mariel.petra@euroavia.eu stating the reason for the cancellation. The payment of the fees follows the criteria described below:

#### 10th of October 2022 at 23:59 UTC

Deadline for free cancellation.

From 11<sup>th</sup> of October 2022 until 23<sup>rd</sup> of October 2022 at 23:59 UTC 25% of the fee (25€) must be paid.

From 24<sup>th</sup> of October 2022 until 10<sup>th</sup> of November 2022 at 23:59 UTC 50% of the fee (50€) must be paid.

#### From the 11<sup>th</sup> of November 2022

100% of the fee (100€) must be paid.

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If a participant cancels his/her participation and the fee is not covered (according to the periods listed above), his/her Local Group/Working Group must take the responsibility and pay the fee. This applies in the case that the place of the people who cancelled cannot be filled by other person in the waiting list.

Participants on the waiting list that are admitted due to cancellation will have one (1) week of free cancellation. After this week, the cancellation fee will be according to the periods listed above.

The members who applied for the second round, have one week of free cancellation after the confirmation email has been received.

In case the member doesn't cancel in that week, the same cancellation rules as in the first applications will be applied.