

# Cancellation & Returns

In order to serve the clients of Inspired Coaching in an optimal manner, we hereby provide the following cancellation policy:

Please be advised this cancellation policy cannot be waived. We apologize for any inconvenience this may cause. All cancellations MUST be made in writing by email to [info@inspiredcoaching.com](mailto:info@inspiredcoaching.com).

## Coaching

For those who have a prepaid coaching sessions, all cancellations must be made within 24 hours, or you will pay the cost of that single session from your package.

## **Workshops/ Retreats**

Please be mindful that in planning workshops/ retreats, Inspired Coaching will be making reservations, accommodations, and investments in preparations for the event.

For those participating in Inspired Coaching workshops / retreats, the following cancellation policy will apply:

- a) Full refunds are available to those making cancellations more than three months in advance of the event.
- b) For participants cancelling at least two months in advance, they will owe 25% of the cost of the reservation, as advertised.
- c) For participants cancelling at least one month in advance, they will owe 50% of the cost of the reservation, as advertised.
- d) For participants cancelling at least one week in advance, they will owe 75% of the reservation value to Inspired Coaching
- e) In case of cancellation less than seven days in advance of the event, there will be no refund made.

## **Products**

For products sold through the Inspired Coaching online webshop we provide a 14 day return/exchange policy for defective products.