

# LISHA

## WORKSHOP REQUIREMENTS and CANCELLATION POLICY

- There is **NO ON-SITE REGISTRATION** at any **LISHA Event**.
- All Participants must pre-register via workshop flyer procedures.
- **No Refunds will be issued within 48 hours** of each sponsored event.
- We **are not able to accept purchase orders** from School Districts or Credit Cards for any workshop program offered. Personal checks returned due to **"INSUFFICIENT FUNDS"** will incur a **\$35.00 processing fee in addition to any bank charges**.
- **Participants may not send a colleague/associate in their place** to attend a LISHA program in the event of their absence.
- In view of the fact that every member has his/her own thermostat we recommend that you keep that in mind when attending our workshops.
- To insure the accuracy of our records, **please notify us when you have a change of name, address and/or telephone number**.

Send updated information to our

**Registrar, Pat Luft:**  
**info@lisha.org**  
**(516)-626-8000**  
**(631)-395-2770**

**LISHA**  
**PO Box 133**  
**Mastic Beach, NY 11951**