



## **TERMS AND CONDITIONS**

### REGISTRATION PROCESS

1. Online Registration form
2. Payment
3. Once the registration payment has been made, the organization (SECOT) will be sent the corresponding invoice.

### PAYMENT METHODS

CREDIT CARD – Visa and Mastercard will be accepted.

Select and mark the option in the registration form. Please, do not forget to include Name of the credit card holder, expiration date and control code.

1. A confirmation will be sent by email once SECOT has received the full payment for the services.
2. Please, check your email, this will be the way to receive this confirmation correctly.
3. The credit card holder will be responsible for the transactions made on this website.

### CANCELLATION

Cancellations must be known by email to [contabilidad@secot.es](mailto:contabilidad@secot.es)

- Before october, 6<sup>th</sup>: in case of a cancellation, 30% of the total amount will be charged as administrative expenses.
- From october 7<sup>th</sup> to october 23<sup>rd</sup>: in case of a cancellation, 50% of the total amount will be charged as administrative expenses.
- From October 24<sup>th</sup>, no refunds will be processed.

### IMPORTANT INFORMATION:

- Once you filled out the online registration form and confirm all the information is correct, you will be taken to the virtual TPV.
- Minimum age to make this payment: 18 years old.
- **Registration deadline: October, 6<sup>th</sup>.**

