



REFUND AND CANCELLATION POLICY

Integrity Bookkeeping Solutions

ABN 14 400 221 746

PAYMENT

Payment for services is due upon signing of contract.

REFUND AND CANCELLATION POLICY

No refunds will be available after the course commences.

- Upon commencement of the course, it is understood and agreed that there is no entitlement to any refund of the tuition fees or other charges paid to Integrity Bookkeeping Solutions under the Contract and all outstanding payments will be fully paid by you no later than the specified date.
- Cancellation up to 14 days prior to course commencement will result in administration fees of 5% of normal fees being charged and the balance refunded.
- Cancellation after 14 days prior to course commencement will result in the forfeiture of the deposit paid.
- In cases of cancellation of a course by Integrity Bookkeeping Solutions, a full refund will be given.
- Refunds in special circumstances will be considered on a case-by-case basis at the total discretion of Integrity Bookkeeping Solutions.

If you have any queries or complaints regarding our Refund and Cancellation Policy, please contact us at:

email@company.com

+61 409 928 419

Monday – Friday | 08:00 - 17:00

Sydney NSW

Signature: *Peter Lichaa*

Date: 11/1/2024



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