

**REFUND POLICY**

1. The Business Architecture Guild® instituted a No Refund Policy on 4/30/2015 for Associate memberships.
   1. The Guild reserves the right to make exceptions, but reasons for exceptions must be deemed compelling in the sole discretion of the Guild. .

1. The Business Architecture Guild® does not allow transfer of membership regardless of form of payment.
   1. Using a corporate credit card or other corporate payment for an individual membership does not equate to Corporate Membership nor allow membership to be transferred.
   2. The membership agreement is between the registered member and the Business Architecture Guild®.
   3. Corporate memberships may be available upon application and admittance by the Guild.

1. The Business Architecture Guild® introduced auto-renewal on 7/19/2016 with an opt out option available, provided said option is enacted at least 72 hours prior to the renewal date. This is to accommodate time zone differences.
   1. Notice of auto-renewal and responsibility to opt out is presented prior to payment of dues along with instruction on how to find information on opting-out
   2. As a courtesy, communication regarding auto-renewal is sent to members throughout the year. This communication includes the instructions for how to opt out of auto-renewal.
   3. Additional instances of auto-renewal and the ability to opt out are found on various website pages
   4. It remains the responsibility of the members to opt out as appropriate.

Registrations/Purchases

The Guild reserves the right to revise or revoke this and any other Guild policy without prior notice.