

Terms & Conditions for Events and Training courses

Invoicing, Payment & Registration

- If an invoice is requested for an event, payment must be received within 14 days of the invoice date.
- The registration for events will not be processed until full payment is received.

Cancellation Fees

- All cancellations must be notified in writing to IIA Luxembourg via contact@iaa.lu
- No refunds will be given for non-attendance.

The following cancellation fees apply for all events

- Cancellations received 15 days or more before the event: 10% fee applies
- Cancellations received within 3 days before the event: 100% fee applies
- If a delegate cannot attend, a substitute may be nominated in writing to attend in their place at no additional fee

Cancellation by the IIA Luxembourg

We reserve the right to alter published programs, speakers, and venues without prior notice. However, events are intended to be provided as advertised. Professional development training courses are subject to sufficient participant numbers. If the event has to be cancelled, you will be notified at least one week in advance of the event. Our liability is limited to a full refund of the event fee only.

State Co - financing

IIA Luxembourg is authorized as a provider of continuing vocational training by the Ministry of Education under N° of activity B1255. Training fees are eligible to State co-financing.

Certificate

A certificate of participation will be provided to participants who have fully attended the course.

Liability

IIA Luxembourg does not accept responsibility for anyone acting as a result of information or views expressed by speakers. Delegates should take specific advice when dealing with specific situations.

IIA Luxembourg Privacy and Data Protection Policy

Please refer to our [Privacy Policy](#)