



Policies and Procedures

Payment in full is required to process your registration and we do not accept partial payments. We welcome payments in the form of American Express, Mastercard, Visa and Checks. We can accommodate requests for invoices if submitted via email by emailing treasurer@ntxshrm.org.

Registration confirmation and receipt of payment in full will be emailed to you upon registration completion.

Annual Conference and Legal Symposium Cancellation Policy

Cancellations incur a \$50 administrative fee and must be submitted via email by emailing treasurer@ntxshrm.org.

Cancellations received 60 days or more: 100% Refund (\$50 administrative fee deducted from total)

Cancellations received 30 days or more: 50% Refund (\$50 administrative fee deducted from total)

Cancellations received less than 30 days: No Refunds

Monthly Luncheon Cancellation Policy

Cancellations must be received more than seven days before the Luncheon and will be issued a credit to use at another Luncheon during the same calendar year.

Cancellations received less than seven days before the Luncheon will not receive a credit.

Cancellations can be transferred to another person within your company and must be submitted via email by emailing john@hr-lawgroup.com.

Use of Materials

By attending an event affiliated with North Texas SHRM ("NTXSHRM"), attendees consent and agree to be photographed and/or videoed. Attendees agree to allow NTXSHRM to use, publish, and distribute their names, pictures, images, and voices (herein the "Materials") for illustration, training, and/or marketing of NTXSHRM in all forms of media, including but not limited to NTXSHRM's website, Facebook, LinkedIn, Twitter, Instagram, and YouTube. Attendees waive any right to review or approve any use of the Materials, any written copy, or any finished product. Attendees will not receive any compensation or payment for NTXSHRM's use of the Materials and waive any rights, claims, or interest in the Materials.