

Cancellation of Events

CANCELLATION OF SCHEDULED EVENTS

If you must cancel your event for any reason, you must inform ECU Conferencing & Events in writing at least ten (10) business days before the scheduled event date. Otherwise, you may be subject to a 50% cancellation fee.

An event scheduled for internal University organizations, external organizations in partnership with ECU, or external organizations, may be cancelled due to; partial or total destruction, subject to acts of God, inclement weather beyond normally encountered conditions, war, terrorism, outbreaks of disease, epidemics, government regulation, disaster, fire, strikes, civil disorder, inoperability or reduction of availability of transportation service, unavailability of water, electricity, or other necessary utilities, or any other similar cause beyond the control of the parties making it inadvisable, illegal, or impossible, to facilitate the event within campus facilities.