

## **GEOKON**

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## In-Person Instrumentation Course Terms & Conditions

**Overview:** GEOKON offers scheduled instrumentation courses that follow a predetermined syllabus. In-person instrumentation courses are held at GEOKON facilities, in Lebanon, NH and consist of lectures and hands-on activities. We do not offer a virtual or hybrid option at this time.

You are responsible for all travel and living expenses associated with GEOKON in-person training courses. Please see the logistics packet provided by GEOKON for further details on various accommodations and travel to Lebanon, NH. Please see Additional Information below for helpful links.

**Payment:** Due to limited class size, full course tuition payment must be received to confirm your registration in the training course(s). Payment must be made by credit card. GEOKON accepts all major credit cards; checks and wire transfers currently are not accepted.

**Cancellation:** Cancellations made up to 15 days prior to the start of the course will receive a full, 100% refund. Written notice of cancellation must be submitted to GEOKON to receive a full refund. No refund will be issued for cancellations made within 15 business days of the course.

In the unlikely event that GEOKON cancels or reschedules a course, GEOKON will not be responsible for any damages resulting from the course cancellation or rescheduling. Participants will have the choice of being issued a full refund or the credit may be applied toward the rescheduled course.

**Transfer of Reservation:** If you are unable to attend, your reservation may be transferred to someone else from within your organization. Written notice must be submitted to, and approved by, GEOKON before a reservation can be transferred. A Transfer of Reservation must be approved by GEOKON prior to the start of the instrumentation course.

**Certification:** Our training sessions *do not* award certification upon completion. If completing the course for a specific project, we can provide a letter stating the subject matter covered and that you attended the course, per your request. GEOKON is strictly a manufacturer and all information provided is from the manufacturer's perspective. Our personnel has installation experience, but we do not certify installers nor is GEOKON a certifying body for instrument installation. Currently, our training sessions are not CEU accredited.

## **Additional Information**

**Our Location:** For a map and directions to the GEOKON Visitor Center, please see: https://www.geokon.com/Location

**Travel Logistics:** For airports, transportation, and hotel accommodations, please see: https://www.geokon.com/content/collateral/Logistics.pdf