

It's All About The Kids - Maryland, Inc. Cancellation Policy

| Amount of Time Prior to Event | Process |
|--------------------------------------|--|
| Up to 7 days prior | Go to the event sign-up and remove your name from the list. |
| Up to 4 days prior | Email us and we will remove you from the list. |
| Within 4 days prior | You MUST find a replacement for your spot on the list.* |

All lists **MUST** be submitted to the venues 4 days/96 hours prior to the event. For specialty events, such as large events or holiday events, the lists are required to be submitted 7-10 days prior. This will be noted on the sign up for these events.

*If you cannot work an event and do not find a replacement and/or do not report to the event to work, there will be a \$75.00 penalty for each occurrence. This penalty comes from the venues. The venue will fill your position with one of their hourly employees or with a temporary employee and they charge us for their services. You are responsible for this penalty. The money will come out of your account.