



2023 PIA VA/DC Trade Fair & Convention

Exhibitor Cancellation, Payment, & Refund Policy

- Payment in full must be made with the contract or upon receipt of the invoice.
- If PIA is notified of cancellation by June 30, it will return 75% of the cost. Only if space is resold can the cancellation penalty be waived.
- To receive a refund, cancellations must be received in writing.
- No refunds will be issued for cancellations after June 30.
- No refunds are offered in the event of no-shows; full payment is still required.
- All exhibit booth payments must be received in full by PIA no later than JUNE 30.
- Exhibitor packets will not be issued unless full payment is received, and entry to the booth may be prohibited.