I. Manor House Cancelation of Community Events
II. Customer Cancellation

1. Manor House Cancelation of community events.
   A. Weather: The Manor House reserves the right to cancel an event for safety reasons when inclement weather is forecasted to overcome reasonable winter driving expectations. In such an event the events office will notify guests of the cancelation and will be offered either a refund or a voucher for another event worth the value of the event cancelled.
   B. Low participation: The Manor House reserves the right to cancel an event due to low reservation count. In such an event the events office will contact the participants telephonically, text or e-mail that the event has been cancelled and a refund will be issued in the way it was received; credit cards through a credit card refund, etc.

II. Customer Cancellation
   A. 2 or more days before the event: A customer may cancel their reservations for a community event up to 48 hours before the start of an event. Notification may be through e-mail or telephonically. Cancellation time is recognized as the time stamp on the e-mail if not by telephone. The Events Office can offer a full refund or a voucher made out to the customer equal to the amount remitted for event and tax, or any deposit. If the customer chooses to take the refund then it will be credited back through the method of payment.
   B. Less than 48 hours: If the guest cancels less than 48 hours from the scheduled start of an event then the guest is offered only a voucher in the amount equal to that paid to include any tax or deposit. The event office will either mail the voucher or have it ready for pick up at the events office in the Manor House. A no call, no show at the event forfeits the entire reservation payment.