

## Seminar Policies

To Register for Apple Authorized Training, Adobe Authorized Training, or other MacTEK course offerings you can Register Online or call us during business hours.

702-396-0697 or 866-622-2858

Please feel free to call or email us with any questions you might have.

### Class Start Times

Unless stated otherwise all Full Day Training Sessions and Classes Start at 9:00 a.m.

### Dress Code

Business Casual to Casual is fine. It gets hot here in the Summer BTW.

### Payment Terms

Full payment must be received prior to seminar.

- Call (702) 396-0697 to register.

(Visa, MasterCard, Discover, American Express, checks and even cash are accepted.)

For your convenience refreshments provided.

- Mail payment to:

MacTEK Consulting & Training

3111. South Valley View Blvd. F-104

Las Vegas, NV 89102

Regarding seminars that are held at Apple Market Center locations: Apple assumes no responsibility with regard to the selection, performance, or use of the products or services. All understandings, agreements, or warranties, if any, take place directly between the vendors and prospective users.

- Privacy Policy - MacTEK will never willfully sell or rent any personal information about you or your business to any third party without first receiving your written or verbal permission.

- Satisfaction & Refund Policy

We design our seminars to provide an excellent training opportunity for our customers. Registrants are entitled to a full refund if canceled no less than seven business days prior to the seminar. If for any reason the registered customer cannot attend the seminar, they must give at least a ten business day cancellation notice to obtain a full refund. If a customer cannot give a ten day notice of cancellation then they may receive a credit toward another seminar, offered by MacTEK, of equal value.

If there are any issues that a customer is not satisfied with concerning our seminars, the customer should note any problem on the seminar evaluation form that is provided at each seminar. They may also wish to register a complaint immediately with the seminar leader, which may allow a quick resolution to the problem. The customer may also email to [info@mac-tek.com](mailto:info@mac-tek.com) or call (702) 396-0697 to offer any suggestions, complaints, or other comments.