

UKCP membership refund policy

Refund eligibility

- All paid membership subscriptions will be subject to a 30 days cooling-off period from the date of renewal – ie 1 October every year.
- Any fees paid will be refunded in full to you once a written request to cancel or lapse your membership or has been received within the 30-day cooling-off period. Your request must be sent by email or recorded delivery. All emails must be sent to membership@ukcp.org.uk. All correspondence should be received by 31 October.
- We will refund by the same method that we received the payment.
- Where a member requests their membership of UKCP to be terminated after the 30-day cooling-off period they will not be eligible for any refund.
- We will not issue a refund even during the 30-day cooling-off period if your membership has been suspended or terminated by UKCP.
- An exception to this 30-day cooling-off policy is where UKCP is advised in writing along with a copy of the death certificate that a member is deceased then the fees collected will be refunded pro rata for the membership year.
- Occasionally, members may overpay the membership subscription. Overpayments will be deducted from the next subscription.

This refund policy should be read in conjunction with the terms and conditions of the renewal notice.

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