



## City of New Braunfels Texas Civic/ Convention Center

### Cancellation Policy

#### Cancellation Policy:

- Cancellations and reductions in reservation must be made in writing and acknowledged by the Center
- Cancellations made fewer than six (6) months before the reservation date:
- Client is responsible for the entire rental fee due at the time of cancellation or reduction
- The deposit will be forfeited
- Cancellations made more than six (6) months before the reservation date:
- Client will be refunded initial payment made
- Client will be refunded deposit