

Membership Cancellation Policy for Brentwood Chamber of Commerce

1. Introduction:

The Brentwood Chamber of Commerce values the participation of its members and strives to provide exceptional services and benefits. However, we understand that circumstances may change, leading members to consider cancellation of their membership. This policy outlines the procedures and conditions for membership cancellations.

2. Membership Cancellation Process:

- Members wishing to cancel their membership must submit a written request to the Brentwood Chamber of Commerce.
- The cancellation request must include the member's name and the name of the company associated with the membership, along with the reason for cancellation.

3. Refund Policy:

- Membership fees are non-refundable, except in cases where a refund is explicitly offered as part of a membership package or promotion.
- Any outstanding dues or fees owed by the member at the time of cancellation must be settled before the cancellation request can be processed.

4. Cancellation Timeline:

- Cancellation requests received 30 days prior to the renewal date will ensure that the membership does not auto-renew for the following term.
- Cancellation requests received after the renewal date will be effective for the subsequent membership term.

5. Access to Benefits:

- Upon cancellation of membership, the member will no longer have access to Chamber benefits, including but not limited to networking events, promotional opportunities, and member-exclusive resources.

6. Membership Termination:

- The Brentwood Chamber of Commerce reserves the right to terminate a membership for reasons including but not limited to non-payment of dues, violation of chamber policies, or behavior deemed detrimental to the chamber's reputation or objectives.

7. Reinstatement:

- Members who have canceled their membership may apply for reinstatement at any time by submitting a new membership application and paying the applicable fees.

8. Contact Information:

For questions or to initiate a membership cancellation, please contact:

Office Manager
(925) 634-3344
admin@brentwoodchamber.com

9. Policy Review:

This membership cancellation policy is subject to periodic review and may be updated or amended by the Brentwood Chamber of Commerce as necessary.