

Our Requirements:

- Pre-registration and payment online is highly recommended to reserve seating.
- ***NOTE-your seat at the panel is not guaranteed until payment is made in full.**
- When registering online and paying with a credit/debit card, a \$3 convenience fee is assessed.
 - We do NOT accept cash, personal checks or credit cards at the actual panel class, **MONEY ORDERS or CASHIERS CHECKS only**. If paying by money order, the amount of the money order should be for the cost of the registration only. Do not include the amount of the convenience fee.
 - Participants must bring photo identification.
 - Participants who are not comfortable with fluent English or Spanish must be accompanied by an interpreter at no extra charge.
 - No food, gum, candy, mints or drinks allowed in venue.
 - No one will be permitted to use restroom once class begins.
 - The following items are not permitted in class: sunglasses, hats, cell phones and electronic devices.
 - No alcohol or drug use prior to attendance.
 - If you are suspected of using alcohol or drugs, law enforcement will be called. NO REFUNDS will be given if you are asked to leave due to the suspected use of drugs or alcohol; become disruptive, falls asleep, reads, attempt to use cell phone, slouches down in their seat, plays with their hair, hands, nails or in any other manner that exhibits disrespect to any volunteer speakers.
 - If you choose to, or are asked to leave at any time during the presentation, you will not be re-admitted and fees will not be refunded.
 - Verification of attendance is given at the conclusion of the panel. You must retain and provide to probation, court admin or any other agency in reference to your case your copy of the completed Proof of Completion form. **MADD DOES NOT PROVIDE PROOF OF ATTENDANCE TO COURTS; THIS IS THE RESPONSIBILITY OF THE ATTENDEE.**
 - Failure to provide proof of attendance may result in a bench warrant issued for your arrest.
 - Weather cancellations will be posted on the panel registration line and website or emailed if registered online and provided an email address.
 - If you register and pay online, but are no longer able to attend that panel, you will need to contact the MADD Bay Area office a minimum of 24 hours prior to the panel to reschedule for another panel and transfer your registration fee. Failure to appear and notify MADD, will result in you being charged a reschedule fee for each class missed.
 - In certain emergency situations, MADD Bay Area may agree to transfer your registration to another panel if you are unable to call prior to the panel date. In these situations, you must call the MADD Bay Area office within 24 hours after the panel in order to be eligible for an emergency exemption.
 - No visitors will be allowed in the panel class unless there are enough seats for all mandated participants and after everyone who is required to be here is seated. If you are a guest, you may wait until everyone is signed in to see if there are available seats for guests.

If you have any other questions, please contact us by email at bayarea.ca@madd.org or by phone at 925.452.8752.