



HANAHAUS CANCELLATION POLICY

More information in our Workspace Terms of Use

CANCELLATION POLICY

Late Check-In

Your reservation may be cancelled if you do not arrive and check-in to the facilities within ten (10) minutes of your reserved time. In such event, you shall not be refunded any fees paid for the facilities.

One (1) Hour Notice - Open Seating, Group Tables, Focus Rooms, Phone Rooms

You may only terminate your reservation if you provide a minimum of one (1) hour notice prior to the commencement of your reserved time provided.

Twenty-Four (24) Hour Notice - Meeting Rooms, Maker Room, Garages, or Lounges

Any reservations of the Meeting Rooms, Maker Room, Garages or Lounges with monitors shall require twenty-four (24) hours notice prior to the commencement of your reservation for cancellation.

Eligibility for a Full Refund

If you provide the required notice prior to the commencement of your reserved time, SAP shall refund you the fees paid for the facilities. This shall be SAP's sole liability to you for such cancellation by you and your sole recourse. If you fail to provide a minimum notice stated above, you shall not be refunded any of the fees paid for the facilities.

HOW TO CANCEL RESERVATION

3 Steps to Cancel your reservation

1. Login to your account
2. Go to your reservations
3. Click on "Cancel reservation"

Note

You will receive an email confirmation of your cancellation.