



## Program Fee Refund Policy

May 2017

### Purpose:

Kemptville Skating Club does not offer refunds except in the case of medical circumstances where the skater has missed a minimum of four (4) consecutive weeks of skating sessions due to illness or injury.

### Policy:

Refund requests must be submitted in writing to the Executive committee, and accompanied by a dated doctor's note. Requests for refund will be considered on an individual basis. Refunds will only pertain to the program fee portion of the account. A personal credit will be issued, which will be retained on the skater's account for one calendar year from the date issued. The amount will be refunded if not utilized within one year of the credit being issued.

If granted, the refund will be for an amount equal to 80% of the program fees, pro-rated from the date of the last day skated to the end of the season.

Adopted by:

Kemptville Skating Club

On the 25<sup>th</sup> day of May 2017

Signed May 25, 2017

President George Carey

Signed May 25, 2017

Vice President Vanessa Gonyea