



REFUND REQUEST FORM

This form must be completed and returned to Camp Echo Bay’s Main Office

A full refund will be issued for any week canceled by the Camp Director before the deadline date.

- Requests for refunds will be considered by submitting this Refund Request Form to the Camp Office at least (14) days prior to the program start date. A 10% administrative fee will be deducted. Requests received thirteen (13) to seven (7) days; a 50% refund will be given. No refunds will be granted less than seven (7) days prior to the program start date.
- Missed classes, activities, reservations, or sessions of any kind (including due to COVID-19 and/or quarantining) cannot be transferred to another session, rescheduled, credited or refunded for any reason unless canceled by the Camp Office. Your registration guarantees you a space in Camp Echo Bay regardless of your attendance.
- A request for a refund/household credit due to an injury must be submitted with a Refund Request Form and accompanied by a doctor’s note. Refunds will be prorated based on the date received by the Camp Office less a 10% administrative fee.
- Swimming lessons are Non-Refundable and Not Transferable.

Note: Online registration convenience fees are non-refundable.

Today’s Date: ____/____/____

Primary Household Name (refund will be made payable to): _____

Participant’s Name: _____

Address: _____ Street
City State Zip code

Phone Number: () _____ - _____

Explanation of reason to request a refund: (In case of an injury, please attach a doctor’s note)



For Office Use Only

Amount Paid: \$ _____ on ___/___/___

Payment type: Cash Check Credit Card
Paid via: Online In-Person

Less # of sessions attended: \$ _____

Less administrative fee: \$ _____

Amount of Refund: \$ _____

Credit on Household

Check Refund

Program Supervisor (initial): _____

Superintendent (initial): _____

___Approved ___Disapproved