



## **Camp Echo Bay Refund Policy**

A full refund will be issued for any program canceled by the Camp Director. All refund requests must be received in writing by submitting a Refund Request Form. Forms are available on the Camp Echo Bay website.

Requests for refunds will be considered by submitting the Refund Request Form in a timely manner. Forms must be submitted (14) days prior to the program start date. A \$125 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.
- 
- A request for a refund or credit due to an injury must be submitted with a Refund Request Form and accompanied by a doctor's note.

### **Please note:**

Missed days, activities, 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. Your registration guarantees you a spot in the camp regardless of your attendance.

**The \$150 Registration fee is non-refundable.**



## 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 \$125 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 \$125 administrative fee.
- Swimming lessons are Non-Refundable and Not Transferrable.

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