

WYANDOT & KIDZONE CAMPS

REFUND/CREDIT/TRANSFER REQUEST FORM

Child Name(s) _____
Last First

Parent Name _____
Last First

E-Mail Address _____

Home Phone _____ Work Phone _____ Cell Phone _____

2013 Refund/Credit/Transfer Policy

Priority Registration, beginning April 2 through 3, is for families who commit to and register for the entire 8-week camp season, assuring your camper is active and engaged the entire summer. By registering early and reserving a spot for the 8-week season, you are NOT eligible for any refunds, credits or transfers.

Weekly Camp Registration, beginning April 4, is for families who register for any of the remaining individual weeks of camp. By registering for camp on a week-to-week basis, you are eligible for refunds, credits or transfers according to the following schedule:

Beginning at 6am on Mon., April 8 through Fri., April 19 prior to noon:

- Families are permitted to cancel up to 2 weeks of camp per child, free of charge.
- If canceling more than 2 weeks per child, a \$25 administrative fee will be charged per child for EACH transaction.

Beginning at 6am on Mon., April 22 through Fri., May 3 prior to noon:

- Families are permitted to request a refund, credit or transfer, however there is a \$25 administrative fee charged **per child** for **EACH** transaction.

NO Refunds, Credits and/or Transfers granted after Noon on Fri., May 3:

- This includes the need to miss any portion of camp due to vacations, athletic camps, scheduling conflicts, or any non-emergency situation. DCRC cannot accommodate a refund, credit or transfer request after Noon on May 3, therefore families will lose their camp fees (unless they choose to remain in the program).
- Refunds for hardship situations can be requested in writing to the Director of Recreation Services and must be accompanied by proof. A hardship situation is defined as a job transfer of 25 miles or more away, job loss or camper's serious medical condition.

There will be no exceptions to the policies as stated above. Please use the grace periods provided to adjust your weekly camp dates based on any vacation plans, athletic camps, etc. that arise after registering for summer camp.

Whenever possible any money resulting from a refund or cancellation will be applied directly to your Wyandot Camp Account Balance. A receipt will be sent with the updated balance due. If you do not have a balance due, a refund check will be sent from the City of Dublin

*****Please circle any weeks you would like to cancel*****

Week 1	June 10-14
Week 2	June 17-21
Week 3	June 24-28
Week 4	July 1-5
Week 5	July 8-12
Week 6	July 15-19
Week 7	July 22-26
Week 8	July 29-Aug 2
Week 9	August 5-9
Week 10	August 12-16

I agree to the terms stated on this form _____

Parent Signature

Date

For Office Use:

Front Desk Staff Signature

Date