



## Refund Request Form

**To be completed by Parent/Guardian**

Date of Request: \_\_\_\_\_

Player Name: \_\_\_\_\_

Amount of Request: \_\_\_\_\_

Check Payable To: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Reason for Refund Request:

\_\_\_\_\_

Requestors Signature: \_\_\_\_\_

There are no refunds for registration fees once the season starts on August 1<sup>st</sup> of the league year. Refunds of registration fees are made solely at the discretion of the Executive Board and will be subject to a \$25 Administrative Fee **no exceptions**. Refunds will be made on a prorated basis, depending on the date requested. Refunds requested, in writing, will be as follows:

Up until the last registration event:	Full refund, less \$30.00 Administrative Fee
Last registration event to July 31:	50% refund or participant accrued costs such as uniform orders, whichever is less, less \$30.00 Administrative Fee
August 1 and beyond:	No Refunds

Has all equipment been returned **(request will not be processed if "No")**:      Yes      No

Team Staff Signature \_\_\_\_\_

### **Approvals**

Board President: \_\_\_\_\_

Board Treasurer: \_\_\_\_\_

Expense Account to Debit: \_\_\_\_\_

Date of Check: \_\_\_\_\_ Check Number: \_\_\_\_\_