2018

Wenatchee Valley YMCA

Request for Summer Program Cancellation or Change

Summer Day Camp, T-Wave, Lake Wenatchee YMCA Camp

Participant Name_____ FT ID #_____

First Middle Last

Verify Address: Same as in CCC ☐ Yes ☐ No (Have Member complete Membership Change Form)

Phone_____ Parent /Guardian Name_____

Cancellation: Deposits are non-refundable and a $25.00 processing fee may apply.

Cancel participant out of:_____

Program or Camp Name Session

Cancellation Refund Policy:

In order to balance the fluid nature of family schedules with a successful and reliable program experience for all participants, the Wenatchee Valley YMCA uses the following refund policy:

- Cancellation requests received 30 days prior to the registered summer program start date may receive a refund for camp/program fees with the exception of the non-refundable deposit. Registration deposits may be transferred to another 2018 summer program session if arrangements are made 30 days prior to the initial program's start date. Cancellation requests received more than 15 days, but less than 30 days, prior to the registered summer program start date will result in the forfeiture of the entire fee if the space cannot be filled. If the space is filled, then all payments with the exception of a $25.00 processing fee and the non-refundable deposit may be refunded.
- Cancellation requests received less than 15 days prior to the registered summer program start date will not be eligible for a refund of any portion of fees paid, except in the case of an unforeseen medical situation verified by a note from a physician. There is no partial refund for late arrivals or early departures. And, no refund will be issued for participants that do not complete a program.

Transfer Request Policy: All transfer requests are subject to a $10.00 service fee which must be paid at the time of the request. Program payments are only transferable if arrangements are made 30 days prior to the initial program start date. Requests received less than 30 days prior to the initial program's start date will not have the deposit transferred.

Transfer Request From:_____

Program or Camp Name Start Date

To:_____

Program or Camp Name Start Date

Parent's signature: _____ Date:_____

For Office Use Only: **Email form to: Registrar@wenymca.org**

☐ $10.00 Fee Charged – Includes transferring money from one program to another. Staff Signature:_____

☐ Complete back side Date:_____