

**2019 Summer Camp Refund Request Form**

(includes Scouts BSA and Cub Scout Resident Camp and Cub Scout Day Camp)

**The Scout's parent, guardian or unit leader must complete this form.**

A Summer Camp Refund Request Form must be completed for each individual requesting a refund. The form must be completed and submitted to: Cradle of Liberty Council, 1485 Valley Forge Rd, Wayne, PA 19087.

**All approved refunds are paid by check to the unit contact, or parent if an individual registration in the online registration system.**

If the refund request is:

- Submitted on or before May 31: resident camp forfeit \$50, day camp forfeit \$25, balance of fees refunded,
- Submitted AFTER June 1 : refunds will be considered for:
  - **Medical or school (summer school) reasons – must be submitted** with a note from the doctor or school within 30 days of the camp week.
    - Missed five or six days: forfeit 25% of the camp fee, balance of fees refunded
    - Missed three or four days: forfeit 50% of camp fee, balance of fees refunded
    - Missed one or two days: forfeit 75% of the camp fee, balance of fees refunded
    - Refund request submitted more than 30 days after the camp week or without note from doctor or school: No refund
  - **All other reasons – provide an explanation for non-attendance:**
    - Request submitted more than 30 days prior to camp: Forfeit 35% of camp fee, balance of fees refunded
    - Request submitted less than 30 days prior to camp week: No refund
- Submitted AFTER September 30, 2019: no consideration will be considered

Scout's Name: \_\_\_\_\_ Unit #: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Camp: \_\_\_\_\_ Camp Dates: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

**Circle the reason for your request above. (supporting documentation must be enclosed)**

I understand this refund requested will be reviewed and if approved, payment will be issued to the unit contact in the Online Registration System. Please allow 6 – 8 weeks.

Parent/Guardian/Unit Leader Signature: \_\_\_\_\_ Date: \_\_\_\_\_