## Refund Policy Mississippi Valley Council

In all programs offered by the Mississippi Valley Council, BSA, a great deal of planning and purchasing takes place well in advance. These plans include, but are not limited to, staff, food, program materials, patches and awards, rental and purchase of equipment, and in some cases, items of clothing such as T-shirts that are given as part of a program fee.

When an individual or group make a reservation for an activity or program, these items are included in ordering of materials and staffing for that event.

**Refunds:** Individuals or groups that cancel a program reservation 15 days prior to the date of the event will receive a refund of fees paid, less a 15% administrative charge. No refunds will be made after the 15 day cancellation deadline, unless there is a medical or other emergency that prohibited a participant from attending.

If there was a medical or other emergency within 15 days, a written request of refund should be sent to Mississippi Valley Council. The request is due to the office within 60 days of the first day missed.

This policy is designed for events that cost under a hundred dollars per participant. Some programs with larger budgets, like Summer Camp, have different commitments by the Council. These events may have their own policy. All refunds are first considered by the volunteer committee chairman and professional staff advisor providing leadership to the event. Decisions may be appealed to the Treasurer of the Council.