

## REGISTRATION, CANCELLATION AND REFUND POLICY 2022

As part of its capacity planning process, the COFD has put into place a registration, cancellation and refund policy. This policy applies to all registrations and forms of payment.

### Registration

Registration at Camp Garnier's or Camp Marion's day camp and payment are to be done on line whenever possible, on the COFD's website ([www.cofd.ca](http://www.cofd.ca)).

Registration for the camp is open as long as spots are available.

If you are registering more than one child in the same family, a rebate of \$10 per week applies to the second and subsequent children.

### Refund

Should a camp week be cancelled by the COFD, 100% of the fees paid will be reimbursed.

### Cancellation up to May 31st

If you cancel your child's registration on or before May 31st, 50% of the registration fee will be reimbursed, subject to a \$50 administration fee.

### Cancellation after May 31st

If you cancel your child's registration after May 31st, there will be no refund of camp fees. However, the COFD will allow your child to attend camp during a different week, subject to availability.

### Cancellation during the camp week

If the camp week has begun, no refund will be given for missed days for any reason whatsoever (five days or less).

### Cancellation for medical reasons (an entire week of camp)

For medical reasons only, if you need to cancel your child's registration, the COFD requires a written request using the COFD cancellation form, and a doctor's note is to be provided within ten business days. If the COFD allows the cancellation request, a \$50 administration fee will be deducted from the refund.



*Club Optimiste  
francophone de Durham*



### **Cancellation for disciplinary reasons**

If the COFD cancels a child's registration for disciplinary reasons (including a child who refuses to speak French at the camp), camp fees will be refunded based on number of unused days of the week, minus a \$50 administration fee.

**Note :** The first day of camp is defined as the first day of the camp week, not the first day of your child's attendance. The same applies to the second day and so on. Please be aware that a \$50 NSF fee will apply to cheques returned uncashed by the bank.