



**Huntley Curling Club**  
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# POLICY

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**Title/Reference:** CANCELLATION/REFUND POLICY

**Prepared by:** Barry Brown

**Approved by the Board:** December 4, 2016

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The Huntley Curling Club (HCC) accepts payment for membership fees into various HCC leagues. HCC may also accept payments for programs, events (bonspiels, dinners, golf tournament, etc.) and services such as locker rentals or Volunteer opt-out fees.

The HCC does not guarantee a full refund for the cancellation of payment for membership, services or events. If you change your mind after paying, the HCC will act only on the policy here within. The HCC will refund or cancel any payment according to the following guidelines:

- Cancellation will be deemed effective on the date that email confirmation is sent to you by the HCC. It will take up to 5 business days to process a cancellation request after it is received by HCC.
- Annual Fees (Membership, lockers, volunteer opt-out): The HCC will refund you in full, less a \$25.00 administration fee, if membership cancellation occurs before November 1 of the given year of registration. Partial pro-rated membership refunds will be available until the third Saturday in January in the current curling season. No membership refunds are available after the third Saturday in January
- For Events (bonspiels, dinners, golf tournament, seminars, etc.) and Programs (Learn to Curl, etc):
  - The HCC will refund you in full if the event is cancelled or if cancellation occurs more than fifteen (15) days prior to the date of the event for which payment has been made.
  - The HCC will refund you in full if cancellation occurs more than seven (7) days but less than fifteen (15) days prior to the date of the event and a replacement entry is found for which payment has been made.
  - The HCC will refund you fifty (50) percent of any payment if cancellation occurs more than seven (7) days but less than fifteen (15) days prior to the date of the event and a replacement entry is not found for which payment has been made.
  - The HCC will not refund any payment if cancellation occurs less than seven (7) days prior to the date of the event for which payment has been made.
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\* The HCC reserves the right to modify any provisions of the refund and cancellation policy without any notice.