

OZARK TRAILS COUNCIL, BSA – REFUND POLICY

Refunds are approved/denied at the discretion of the Camp Staff Advisor. Refund requests must be made only on this form. REFUNDS WILL BE ISSUED ONLY TO THE UNIT ACCOUNT - It is the unit's responsibility to refund to parents. The council recommends that the unit not refund the parents until the refund request has been approved.

It is NOT guaranteed that refund requests will be approved!

Resident Camp:

The deadline for turning in a Resident Camp refund request is August 15th, those turned in after August 15th will automatically be denied, no exceptions. Prior to May 1st fees are entirely refundable; after May 1st there is a minimum processing fee of \$30 per youth and adult. Full refunds will be given to those who depart camp for medical reasons and family emergencies at the discretion of the Camp Administration. Refunds will be issued after September 1st as camp files are processed. Please allow 6-8 weeks from September 1st for processing.

Other Activities:

For all other events, refunds must be requested no more than 30 days after event.

Refund Form

Date:	Name of Youth/Adult:				
Pack / Troop / Team / Crew (Circle one)	Unit Number				
Activity					
Camp Session/Date					
Amount Requested					
Reason for Cancellation:	BE SPECIFIC. REFUNDS WILL NOT BE APPROVED FOR THOSE WHO PUT A GENERIC ANSWER, JUST CHANGE THEIR MIND & NOT ATTEND CAMP or WHO DO NOT TURN IN/OBTAIN A PHYSICAL & HEALTH FORM.				
Unit Leader Name					
Unit Leader Address					
Unit Leader City		State		Zip	
Email			Phone Number		
Signature					
FOR OFFICE USE ONLY					
Amount Approved		Staff Advisor Signature			Date

Return to: Ozark Trails Council, BSA
1616 S Eastgate
Springfield, MO 65809