



OLDS MINOR HOCKEY

Refund Request Form

Please complete the top portion of this form as completely as possible to help expedite the refund process. Other documentation may also be required as per the [OMHA Refund Policy \(2018\)](#).

Family Name _____

Parent/Guardian First Names _____

Player Names _____

Type of Refund Requested:

- Complete Withdrawal from OMHA. All children are being removed from Hockey.
- Removing a child from OMHA – other children will remain playing.
- Refund for previously registered but unattended camps
List details _____
- Rebate offered for individual camp or program
List details _____
- Refund for coach clinic approved by OMHA board

Amount:

Please list amounts you believe you are entitled to including outstanding post-dated checks. Refer to the [OMHA Refund Policy \(2018\)](#).

Name

Signature

Date

Coordinator Approval

Name: _____ Signature: _____ Date: _____

Registrar Approval

Name: _____ Signature: _____ Date: _____

Treasurer Approval

Name: _____ Signature: _____ Date: _____

Refund Issued: \$ _____

Cheque #: _____ Issued By: _____

Payment & Copy of this form to Division Coordinator for Delivery. Completed Original for filing with Registration.

Refund Policy

Reference

This policy is intended to support and supplement Article IV of the Bylaws.

Preamble

OMHA recognizes that there may be circumstances when players are unable to complete a hockey season and when their parent(s) and/or legal guardian(s) is (are) entitled to a refund. This policy defines those circumstances, rates and procedures for determination of that (those) entitlements.

Worked concession hours are non-refundable.

Refund Criteria

A reasonable portion of all registration fees will be deemed non-refundable and will be clearly indicated as such on the registration form.

All requests for refunds must be received in writing. The correspondence must include the date it was written, it must indicate the date on which the player(s) ceased participation in Association activities (practices and games) and it must provide detailed evidence as to why the activities were ended. A medical note will be needed to support medical reasons cited. Written accounts from coaches and informed bystanders would also be helpful.

Refunds will be based off the time in which the player ceased participation, with a Doctor's note.

Refunds of fees (net of the non-refundable portion) will be prorated as per the following schedule; concession requirements will also be evaluated as per the following proportions:

Up to and including August 15 - 100% less \$100

Up to and including November 30th - 75%

Up to and including December 31st - 50%

Refunds after January 1 will only be considered for medical reasons and only if supported by a Doctor's certificate.

Refunds will not be provided in situations where disciplinary action has been implemented.

Other Considerations

For circumstances not covered by the policy, the OMHA Board will make separate decisions on a case by case basis.

Note: \$100.00 is part of the non-refundable portion from registration

Approved June 12, 2018