



HVAA Refund Policy for In-House Sports Programs

The following sets forth HVAA's refund policy as it relates to **ALL In-House Registration** cancellation requests:

1. Process to Obtain a Refund. All cancellation requests for In-House Registration ("In-House Registration Cancellation Request") must be emailed to the HVAA Sports Director and must provide the following: (a) participant's full name; (b) sport for which refund will apply; and (c) reason for refund.
2. Refund Rates.

<u>Timing of Receipt of In-House Registration Cancellation Request</u>	<u>Amount of Refund</u>
During Early Registration Period*	100% of Registration Amount Paid
During Open Registration Period*	Registration Amount Paid less \$25 Administration Fee
During Late Registration Period* (except if received 6 or less days prior to the 1 st game of the applicable season)	Registration Amount paid less \$50 Administration Fee
6 or less days prior to the 1 st game of the applicable season	No Refund.

* - The Early Registration Period, Open Registration Period and Late Registration Period shall each be determined by HVAA, in its sole discretion.

3. Other Circumstances. On a case by case basis, refunds may be provided, other than as set forth above, by the HVAA Board, in its sole discretion, for the following reasons:
 - If a participant moves 25 miles or more from the program location.
 - If a participant provides a doctor's order stating that the participant is not medically cleared to participate and explaining the reason therefor.