



## WITHDRAWAL & REFUND POLICY

### Withdrawal & Refund from the Club

Players can withdraw from the Tiburon Waterpolo Club at any time in the season.

A withdrawal from the Tiburon Waterpolo Club should be expressed to the coach verbally or in writing, **and must** be expressed to the Registrar in writing.

Refunds on withdrawals are based on the following guidelines:

- 100% of all fees are returned if the withdrawal is prior to the first practice
- 75% of all fees, minus the cost of the team uniform (\$86), are returned if the withdrawal occurs in the first month of practice; prior to the final formation of teams
- 50% of all fees, minus the cost of the team uniform (\$86), are returned if the withdrawal occurs prior to December 30
- 0% of the fees are returned after January 15
- If a withdrawal occurs for medical reasons, a note from a physician stating that the player cannot continue playing waterpolo is required. The fees returned will be prorated based on timing within the season (this will not include the cost of the team uniform nor the affiliation and league fees )

### Withdrawal & Refund from the League, a Tournament, an Away Event

Players can withdraw from a Tiburon Waterpolo event (game, tournament, away weekend) at any time

A withdrawal from the Tiburon Waterpolo event should be expressed to the coach verbally or in writing, **and must** be expressed to the Registrar in writing.

Refunds on withdrawals are based on the following guidelines:

- 100% refund of all anticipated costs up to 2 weeks prior to the event / if fees have not yet been paid, e.g. bus reservation fee, hotel reservation fee, event registration fee, etc. If fees have already been paid, the refund is 100% minus the players portion of what has been paid
- 50% refund of the travel fees minus the costs for the coaches and the event registration, at any time within 2 weeks prior to the event
- The player who has withdrawn will incur any additional expenses for transfer of airplane ticket or cancellation fees, in the case where airfare was booked
- Includes withdrawals for medical reasons



Request for Refund

Player Name: \_\_\_\_\_

Player DOB: . DD / MMM / YYYY .

Date of request for refund: \_\_\_\_\_ (DD / MMM / YYYY)

What fees are being requested for refund (e.g. registration fees, tournament fees, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for request refund: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Check payable to: \_\_\_\_\_

Mail check to the following address: \_\_\_\_\_

\_\_\_\_\_

Pick up check. When it is ready for pick-up, call: \_\_\_\_\_

***For Administrative Use***	
Refund Requested By:	
Date Refund Request was received:	
Method Refund Request was received: (email, document, telephone)	
Total Amount Charged:	
Details on refund requested: (100%, 75%, 50%, 0%, pro-rated)	
Total amount refunded:	
Date sent by mail or arranged for pick-up:	
Managed by:	