

# West Tennessee Area Council Boy Scouts of America Event Refund Policy

The West Tennessee Area Council, Boy Scouts of America, strives to provide high-quality activities and events. Because many event-related expenses are committed in advance, the following refund policy applies.

## Participant Cancellations

- Registered participants who are unable to attend an event will be asked to consider transferring their registration to another eligible participant or event, when feasible.
- If a transfer is not possible, refund eligibility and amounts will be determined as follows:
  - **Requests submitted 14 days or more before the event:** Full refund of event fees, minus any non-refundable processing or administrative fees.
  - **Requests submitted 7–13 days before the event:** A partial refund may be issued at the discretion of the West Tennessee Area Council.
  - **Requests submitted less than 7 days before the event or no-shows:** No refunds will be issued.
- Refunds may be considered for **extenuating circumstances**, such as illness, family emergencies, or other unforeseen situations. Documentation may be required, and approval is at the discretion of the West Tennessee Area Council.
- All refund requests must be submitted in writing to [Stacy.Littrell@scouting.org](mailto:Stacy.Littrell@scouting.org) at the West Tennessee Area Council office.

## Event Postponement

- If an event is **postponed** by the district or council, registrations will automatically be transferred to the new event date whenever possible.
- Participants who are unable to attend the rescheduled date may request a refund.
- Refunds, if approved, may be issued less any non-refundable expenses already incurred.

## Event Cancellation

- If an event is **canceled** by the district or council, participants will receive a **full refund of event fees**, less any non-refundable third-party or administrative costs, if applicable.
- When feasible, participants may also be offered the option to transfer their registration to another council-sponsored event.

## Refund Processing

- Approved refunds will be processed within a reasonable timeframe and returned to the original method of payment whenever possible.
- All refund decisions are made at the discretion of the West Tennessee Area Council and are subject to council and Boy Scouts of America policies.