



## PROGRAM AND TRAINING REFUND POLICY

### **A. Cancellation By Participant (other than High Adventure Programs)**

In all programs offered by Patriots' Path Council, BSA, a great deal of planning and purchasing takes place well in advance of the event. These plans include, but are not limited to, scheduling of staff, purchase of food, program materials, patches and awards, rental and purchase of equipment, and in some cases, items of clothing that are given as part of a program fee. Individual and group reservations for a program or activity are considered the ordering of materials and staffing for that event.

Individuals or groups that cancel a program reservation 30 or more days prior to the date of the event will receive a refund of fees paid, less a 15% administrative charge. No refunds will be made after the 30 day cancellation deadline, unless there is a medical or other emergency.

### **B. Cancellation By Participant (High Adventure Programs)**

For all High Adventure Programs offered by the Patriots' Path Council, BSA, a great deal of planning and purchasing takes place well in advance. This includes plane and bus transportation, lodging, program activities, meal plans, brochures, etc. When an individual cancels his reservation prior to departure, he risks losing some, if not all, of his balance paid to date.

As stated on the application \$100 of the initial fee is non-refundable. Only those monies which have not been committed to any of the program expenses can be refunded. The Committee Chair and the Staff Advisor who oversees that Committee will determine the amount of the refund, if any. It is possible that airline tickets may be obtained for personal use. It is the responsibility of the participant to contact our travel agent to make this arrangement.

ALL REQUESTS FOR REFUNDS MUST BE MADE IN WRITING AND SENT TO:  
PATRIOTS' PATH COUNCIL, 1 SADDLE ROAD, CEDAR KNOLLS, NJ 07927.

### **C. Cancellation of Events by Patriots' Path Council**

In the event that a program or activity is cancelled by Patriots' Path Council for any reason, the refund of registration fees will be determined by the Finance Management Committee, considering program expenses already incurred, the overall budget for the event or program, the reason for the cancellation, and the financial ability of the Council to make any refund.

### **D. Refund of Excess High Adventure Transportation Fees**

Registration fees for High Adventure programs, such as Philmont or National Jamboree, include an estimated sum for transportation costs for plane and bus fees. These fees are subject to significant fluctuation beyond the control of Patriots' Path Council and fees charged are based on a best estimate of projected cost. To the extent that Patriots' Path Council is able to achieve actual transportation costs significantly lower than budgeted, participants may receive a refund of a portion of their registration fees. The refund of registration fees due to transportation cost savings, and the amount thereof, will be determined by the Finance Management Committee. Other than for transportation costs as set forth herein, Patriots' Path Council will not refund registration fees to participants of any High Adventure program based upon favorable variance from the event or program's budget.

**Approved by the Finance Management Committee on December 21, 2017**

1 Saddle Road  
Cedar Knolls, NJ 07927  
Office: 973-765-9322  
Fax: 973-267-3406

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