

Date Received: _____

By: _____

CREDIT AND REFUND REQUEST

Circle one

CREDIT

REFUND

Class/Program Information

Activity: _____ Session: _____

Start Date: _____ End Date: _____

Participants Name: _____

Refund Information

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Information Survey – Optional To Help Us Serve You Better

Reason for Credit/refund?

Have you received a credit or refund in the past? Yes No

Do you or your family participate regularly in Parks & Recreation Programs? Yes No

Do you receive our e-mail bulletin? Yes No

Any new activities/ programs that you would like to see offered by the Parks & Recreation Department?
Please list.

Is there an activity/ program that you would like to run or lead for the Parks & Recreation Department?

Yes No

If yes, What? _____

Thank you for your time! :)

CANCELLATION AND REFUND POLICY

The Parks & Recreation Department requires minimum levels of enrollment to be met in order to run programs or classes. If a class or program is canceled due to lack of enrollment, you will be notified and offered a full refund or credit (your choice). Credits must be used for a Sandpoint Parks & Recreation activity or program and expire after one (1) year's time.

No refunds will be given after the beginning of a program. Refunds requested by participant prior to the start of the program will be refunded less a \$10 charge. To request a refund or credit, you must fill out a refund request form and turn it in to the Parks & Recreation Department prior to the beginning of the activity or class.