

**Pennsylvania Dutch Council, BSA
Council Events Refund Policy**

For units or individuals who request refunds:

Due to commitments made by the council for the purchasing of program supplies, food and recognition items refund amounts are dependent on the time of submission and reason for refund. All requests shall be sent to the Pennsylvania Dutch Council, BSA Service Center. All requests must include Scout's name, unit number, date of event, reason for refund and documentation to support the refund request. No refund requests will be accepted after ten (10) business days of the event. This policy does not apply toward long term camps (summer camp), high adventure activities, Jamborees or Order of the Arrow activities.

Requests for full refunds will only be accepted for medical illness or injury to the Scout or medical illness, injury, or death of an immediate family member. All requests for refunds for these reasons must be submitted in writing within ten (10) business days following the activity.

Partial refund requests for all other reasons will be issued based on the date of submission and must be made in writing to the Council Service Center prior to the dates below:

<u>Refund request made by:</u>	<u>Amount to be refunded:</u>
30 days in advance of event	100% of the amount paid
15 days in advance of event	75% of the amount paid
7 days in advance of event	50% of the amount paid
Less than 7 days in advance	No Refund

Regardless of the policies set forth above, full or partial refunds may be granted for special hardship cases. Special hardship case refunds will be promptly considered and decided by the Council's Program Director and/or Council Vice President of Program.

If the Council cancels or postpones an activity:

If the Council or District cancels or postpones an activity and the participants cannot attend the alternate date a full refund will be issued.

Refund Process:

Approved refunds will be processed within thirty (30) days of the receipt in writing and made either by check or placed into the unit's store account, at the consumer's request. Checks will be made payable to the original payee or to the unit, for group reservations.

Fees may not be transferred between events.

Requests for refunds should be submitted to the appropriate executive covering the activity to:

Pennsylvania Dutch Council, BSA Attn. (Appropriate District Executive) 630 Janet Avenue, Suite B114 Lancaster, PA 17601	or by e-mail with refund information
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Pennsylvania Dutch Council Summer Camp Refund Policy

Refund Policy: Due to commitments made by the Council for the hiring of staff and purchasing of program supplies, camp materials, and food for summer camp, refund amounts are dependent on time of submission and reason for refund. The \$50 site fee for Bashore Scout Reservation is non-refundable. The \$50 deposit per Scout due by February 15 for Bashore Scout Reservation or \$25 deposit per Scout due by March 15 for Camp Mack is also non-refundable. No refunds or credits will be issued at camp. Refunds will be issued to the unit via check after the unit has attended camp. No refunds will be issued for unsupported requests.

Requests for full refunds (less the per Scout deposit fee) will only be accepted for medical illness or injury to the Scout, medical illness or injury to an immediate family member, or mandatory attendance to summer school during the scout’s scheduled summer camp week. Requests for refunds for these reasons must be submitted **within 30 days after the unit attended camp**, with supporting documentation to the Pennsylvania Dutch Council Service Center (by email: daniel.hanson@scouting.org, or by mail: 630 Janet Avenue, Lancaster, PA 17601). Written refund requests should be submitted to the Council Service Center and should include the Scout’s name, unit number, date of attendance, reason for refund, and documentation to support refund request.

Partial refund requests for all other reasons will be issued based on the date of submission and must be made in writing to the Service Center prior to the dates below:

<u>Refund Request made by:</u>	<u>Amount to be Refunded:</u>
May 15	Total amount paid less \$50
June 1	50% of the amount paid
June 15	25% of the amount paid
After June 15	No Refund

Adopted October 2017

Pennsylvania Dutch Council Camping Committee

Glenn Achey-Chair



Pennsylvania Dutch Council, BSA
Council High Adventure and Jamboree Refund Policy

REFUND POLICY: Due to commitments made by the Pennsylvania Dutch Council, the policy of the Council's High Adventure Committee is that the \$250.00 deposit made to attend a Council sponsored High Adventure activity, including participation in a National Jamboree, is non-refundable. If a participant drops out and is unable to attend, any payment made in excess of the \$250.00 non-refundable deposit may be transferred to a new participant less any financial commitments up to that point which are non-refundable (such as airfare, etc.).

REQUEST TO TRANSFER FEE: For those that request, by January 1st of the year of the activity, to transfer fees paid from one High Adventure trip to another, e.g.: Philmont to SeaBase, the amount transferred will be limited to one-half of the paid fee, exclusive of the \$250.00 non-refundable deposit.

REFUND FOR MEDICAL CONDITIONS AND FAMILY EMERGENCIES: If a participant needs to drop out due to a medical condition or family emergency, they will receive a refund in the amount of 50% of the total amount paid less the \$250.00 non-refundable deposit.

REFUND PROCESS: Approved refunds will be issued during October of the year of the scheduled activity when all accounts are closed or after we receive credits for the event.

REQUESTS FOR REFUNDS SHOULD BE SUBMITTED TO COUNCIL PROGRAM DIRECTOR:

Pennsylvania Dutch Council, BSA
Attn. Council Program Director
630 Janet Avenue, Suite B114
Lancaster, PA 17601

Any reference to High Adventure above also includes National Jamborees.