

REQUEST FOR CAMP REFUND FORM

Email with appropriate documentation to camping@gec-bsa.org

Unit Contact Person: _____ Camp: _____

Unit: _____ Council: _____ Camp Start Date: _____

Scout/Scouter Name	Reason for Refund

Camping Refund Policy

All refund requests are to be made by the Unit Contact Person, as identified in Doubleknot. **Only refund requests emailed to camping@gec-bsa.org with the appropriate documentation (see below) 2 days or more prior to the first day of camp will be considered.** The date of email will determine the number of days notice for refund percentage:

- 45 days or more before start of camp - 100% refund
- 30 - 44 days before start of camp – 75% refund
- 15 – 29 days before start of camp – 50% refund
- 2 – 14 days before start of camp – 25% refund

Documentation to include in refund request emailed to camping@gec-bsa.org:

- Request for Camp Refund Form (this form)
- Unit Roster printout from Doubleknot listing Scout/Scouter
- Explanation/documentation to support reason for refund request

All requests will be handled on a case-by-case basis and only the Director of Camps & Properties is authorized to provide approval. If approved, the \$50.00 non-refundable reservation deposit will be deducted from the refund amount. Only refund requests received 45 days or more prior to the start of camp will be reviewed prior to camp.

Should a refund amount be granted, it will first be applied to the unit's outstanding balance for that session of camp. Any remaining refund amount will be paid by check, payable to the person/unit that paid the registration to Golden Empire Council.

FOR CAMP USE ONLY

Approved Refund Amount: \$ _____ Date: _____ By: _____