

**Policy Name: Payment and Refund**  
**April 29, 2019**

**PAYMENT:**

**Train-to-Train 2 (T2), LC, LC+, R.A.D.**

Program fees are due by June 30.

\$100 late registration fee will be applied if fees are received after this date.

Any outstanding balance must be paid in full by October 1.

Payment may be made by credit card, cheque, or e-transfer.

**REFUND:**

**Train-to-Train 2 (T2), LC, LC+, R.A.D.**

A \$50 administration fee applies to all refunds. If a request to withdraw is received in writing before July 1, a refund of 70% of the total fee will apply. If a request to withdraw is received in writing before October 1, a refund of 30% of the total program fee will apply. No refunds will be processed for withdrawals on or after October 1.

**PAYMENT:**

**Train-to-Train 1 (T1) Program:**

100% of the program fee is due at registration. \$100 late registration fee will be applied if fees are received after registration date. Payment may be made by credit card, cheque, or e-transfer.

**Fall/Winter Programs:**

100% of the program fee is due at registration. Late fees for these programs are outlined on the CNSC website.

**REFUND: Programs beginning in September and October**

A \$50 administration fee applies to all refunds. If a request to withdraw is received within 15 days of program start, a 100% refund will be provided (less the \$50 administrative fee). No refunds will be processed after 15 days of program start.

**REFUND: Programs beginning November or later**

A \$50 administration fee applies to all refunds requested prior to program start. No refunds will be processed after program start.

**VOLUNTEER BOND:**

At the time of registration, it is MANDATORY to write a volunteer bond cheque payable to the Canmore Nordic Ski Club in the amount of the Volunteer Bond for that specific program. Cheques are dated March 31 of the following year and the cheque will be cashed on April 1<sup>st</sup> of the following year for those families who have not fulfilled their volunteer obligations.

Cheque drop off: CNSC mailbox at the Bill Warren Training Centre