

Whitby Figure Skating Club—Refund Policy for STARSkate and Competitive Skating Programs (including: Level 1A, 1B, 2, 3, Low and High Comp)

The following reasons will be considered for a refund:

- Medical reasons. Please provide a doctor's note.
- Moves outside the region will also be considered.
- Any other reason will be considered at the discretion of Whitby Figure Skating Club Executive Member(s).

Full withdrawal from all WFSC skating sessions

For Fall/Winter sessions, if a STARSkate/Competitive Skater requests a refund from **all** Whitby Figure Skating Club sessions or the entire season **before** the first day of skating, a refund will be provided, less a **\$65.00** administration fee for the first session and then \$30.00 for each subsequent session. For Fall/Winter sessions, if a STARSkate/Competitive Skater requests a refund from all Whitby Figure Skating Club sessions or the entire season **after** the first day of skating, the first **\$500.00** will not be refunded. For Fall/Winter sessions, if a StarSkater/Competitive Skater requests a refund from all Whitby Figure Skating Club sessions or the entire season **after** September 30th, the first **\$500.00** will not be refunded and all the other sessions will be prorated.

Partial withdrawal from WFSC skating sessions:

For Fall/Winter sessions, if a STARSkate/Competitive Skater requests a refund for one or more session(s), but are still skating in other WFSC sessions, the refund will be accepted **prior** to the first day of skating for the session, less an Administration Fee of **\$30.00** per session. For Fall/Winter sessions, if the refund is requested **after** the first day of skating, the refund will be deducted both the prorated amount plus the Administration fee of **\$30.00** per session.

For Spring sessions, if a STARSkate/Competitive Skater requests a refund for one or more session(s), the refund will be accepted **prior** to the first day of skating for the session, less an Administration Fee of **\$15.00** per session. For Spring sessions, if the refund is requested **after** the first day of skating, the refund will be deducted both the prorated amount plus the Administration fee of **\$15.00** per session.

Refund Requests:

All refund requests must be submitted using the WFSC – Refund Request Form. Email refund requests and incomplete forms will not be processed.

A copy of the Refund Request Form can be downloaded from this website or a pre-printed copy may be picked up from the WFSC Office at the McKinney Centre. The completed **WFSC – Refund Request Form** and supporting documents may be dropped in the "WFSC Test/Registration Mailbox" at the McKinney Centre or mailed to:

Whitby Figure Skating Club
PO Box 71,
Whitby, Ontario
L1N 5R7

Please Note: If a refund is granted a cheque will be issued regardless of method of payment. Cheques will be mailed to skaters if they have no remaining sessions with WFSC. If the skater is still a WFSC member, the refund cheque will be become available in the WFSC office for pick-up.