

POLICY: PAYMENT/REFUND/CANCELLATION POLICY

DATE ESTABLISHED: JUNE 5, 2013

**DATE REVIEWED/
REVISED:**

**APPLICATION: ALL INDIVIDUAL PARTICIPANTS IN T.E.A.D. RIDING
PROGRAMS AND SUMMER CAMP**

PREAMBLE

TEAD's programs are designed to deliver an integrated and cumulative experience for riders. Classes in a session build on the previous class; camp days are designed to build skills and relationships day upon day, culminating in a celebration of lessons learned and friends made at weeks' end. TEAD invests time and thought into the design of our programs and incurs costs to mount them. The payment/refund/cancellation policy reflects these factors.

POLICY

Fees are for an individual rider to attend a session of riding lessons or a week of summer camp. There are no partial sessions or partial weeks of camp for individuals.

In some circumstances, TEAD may negotiate different terms with agencies or groups at TEAD's sole discretion.

Due to costs incurred by TEAD, no refunds will be made after camp or program starts.

Make up classes, credits or refunds will be offered where TEAD is the cause of the cancellation.

A \$50 non-refundable deposit is due at the time of registration for any riding program. This deposit is applied to the program/camp fees.

The balance of fees is due no later than 7 days prior to the start of the scheduled session or camp week. If the balance is not received by this date, the spot will be offered to the next person on the waiting list. The deposit will not be refunded.

If the full fee has not been paid by the beginning of the session or camp week, admission will not be permitted.

After the balance is paid, if, prior to the start of camp or program, the registrant decides to cancel, TEAD will provide a 75% refund (less the \$50 deposit) ONLY IF the space is filled by another camper or rider.

If after the balance is paid, and prior to the start of camp or program, illness or injury prevents the registrant from participating in the camp or riding session, TEAD will work with the individual/family/caregiver to transfer the camper /rider to a different camp week or riding session. If this cannot be arranged, we will consider a full refund, less the deposit, provided the request for refund is made in writing within 30 days of the registered program's start date and is accompanied by confirmation by a certified medical professional.

TEAD offers a limited subsidy program to assist individuals or families in financial need.

Approved by the Board of Directors on 24th day of July, 2013.

Name: _____(Print)

Title: _____

Signed: _____

Name: _____(Print)

Title: _____

Signed: _____