

Refund Request Form

Refund Policy

All refund requests must be made in writing, by completing this form. No request will be processed without this form. There is a \$10.00 administrative fee for all cancellations.

Program refund requests must be received at least 7 days prior to the start of the program. Requests for refunds after the program has begun will be considered on a case by case basis.

"Each weekly camp requires a 50% deposit NONREFUNDABLE at time of registration. Final payments are due May 1, 2023, unless enrolled in a payment plan, otherwise will be removed from the roster. If City cancels 100% refund to participant at any time. A 50% refund will be granted up to 7 days prior to the first day of camp. No refund will be given when the cancellation is less than 7 days prior to the first day of camp. To enroll in a payment plan, please contact us at parksandrecreation@grandviewheights.gov or call 614-488-3111. To be eligible for a refund, you must fill out a refund request form."

Wyman Woods Rental Cancellation Policy: A full refund (less 5% administrative fee) will be granted up to 90 days prior to the reservation date. A 50% refund shall be issued when the cancellation is made up to 30 days prior to the reservation date. No refund will be made when the cancellation is less than 30 days prior to the the reservation date.

Full refunds will be given if the program or reservation is cancelled by the Parks and Recreation Department.

Participant Name (Required): _____

Program / Facility Rental Name (Required): _____

Phone (Required): () - _____

Email (Required): _____

Date (Required): _____

Original Payment Method (Required):

(Select only one option)

- Credit Card
- Cash
- Check

Reason for Refund Request (Required - Select at least one option):

- Medical Personal Conflict
- Program Schedule Change Other

Refund Request Form

Signature (Required): _____

Please Note: Complete the entire check out process in order for us to receive the order. You will not be charged at this time.

Thank you Grandview Heights Parks and Recreation