



# Kent Valley Hockey Association

6015 So. 240<sup>th</sup> St.  
Kent, WA 98032

## Refund Policy

Approved – 8 September, 2011

### Purpose:

The purpose of this policy is to clarify KVHA's position on refunds so they are processed without bias. KVHA feels that once a player registers, a spot on a roster has been taken by that player and the player is responsible to complete the season, both physically and financially.

### Policy:

#### 1. Partial Season Absence

Players missing part of a season for an injury or illness will not receive a refund.

#### 2. Remainder of Season Absence

Upon notification that a registered player has an injury or illness that prevents them from playing in games or practicing and will not be able to continue to play at all during any part of the remainder of the season, KVHA will process a pro-rated refund based on the number of months the player has not participated in any on-ice KVHA activity. Any part of a month that a player has participated in an on-ice KVHA activity will not be included as part of the refund.

#### 3. Documentation of Injury or Illness

The following documentation is required to determine a player's eligibility for a refund:

- A local Doctor's note stating the reason for not being able to play.
- Game sheets can be used to determine what games the player has played in.
- A written note from the coach or manager stating the player is no longer participating in on-ice activities.

#### 4. Non-Injury/Illness Refunds

Players quitting because of a non-injury related situation after the season has begun will not be refunded. (For the purposes of this policy, the season has officially begun 1 week prior to the League team declaration date, usually around September 15th.)

#### 5. Refund Processing

Refunds will be processed at the end of the playing season.

### Approved as to form by:

KVHA Director: \_\_\_\_\_ Date: \_\_\_\_\_  
Les Grauer