

Colonial Little League

P.O. Box 215
Great Meadows N.J. 07838
www.coloniallittleleague.org

Registration Refund Request Form

The Colonial Little League Board of Directors has established the guidelines below regarding the issuance of refunds. Please review the policies and be aware that completing and submitting this form does not entitle you to a refund. Once you have submitted this form, your situation will be taken into consideration by the Board of Directors.

Colonial Little League (CLL) Refund Policies

- Refunds will **NOT** be granted once the teams have been formed. Requests of this nature will be handled on a case-by-case basis.
- All requests for refunds must be submitted in writing using the Registration Request Form and submitted to the CLL Board of Directors.
- All refund requests are subject to review by the CLL Board of Directors.
- All monies approved for refunds, regardless of payment method, will be issued by check. Please allow 3 to 4 weeks for checks to be issued.
- Refunds will **NOT** be granted for one time programs, bus trips, ticket sales or special events.
- Transaction / Convenience fees from on-line registrations are non-refundable.

Refund Request Information

Participant's Full Name: _____

Program Name: _____ Registration Fee Amount: \$ _____

Date of Request: _____ Signature: _____

Reason for Request: _____

Name of person to receive refund: _____

Address of person to receive refund: (street) _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____

For Board use only – Do not write below this line

Approved by: _____ Refund Amount: \$ _____ Date: _____

Comments: _____

Date processed: _____ Staff /Committee Initials: _____