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| **Embro Minor Hockey Association**  **Policy and Procedure** | | |
| **TITLE** | Refund Policy | |
| Effective | September 2, 2024 |  |
| Last reviewed | June 5, 2024, May 1, 2025 |  |
| Last revised | June 5, 2024, May 1, 2025 |  |
| **Policy Statement:** | Embro Minor Hockey Association (EMHA) will refund requests as outlined in the procedure below. All player withdrawal and refund requests must be made in writing and presented to a current member of the EMHA’s executive. Refund requests will not be accepted after October 15th of the year in which the player was initially registered. | |
| **Procedure:** | Refunds will be granted as follows:   |  |  | | --- | --- | | Prior to September 1st | 100% of the registration fee paid will be refunded, less $25.00 administration fee. | | September 2nd  to October 1st | 75% of the registration fee paid will be refunded, less $25.00 administration fee. | | October 2nd to Oct 15th | 50% of the registration fee paid will be refunded, less $25.00 administration fee. | | After October 15th | Request will be brought forward to the next meeting of the EMHA's executive and will be refunded as deemed fit by the executive. | | If your child is trying out for a representative (rep) team and intends to return to EMHA should they be unsuccessful, please notify us of your intentions in advance by emailing  [president@embrohockey.com](mailto:president@embrohockey.com). This notification is helpful when trying to manage team placements and registration logistics effectively. | |     EMHA holds the right to refuse reimbursement if a player is suspended or expelled for disciplinary reasons. With a voting majority of the EMHA executive, may possibly refund players partially, or in full, due to exceptional circumstances.  Please allow 2-3 weeks for refunds to be processed. | |