

# Refund Request Form – Camp and Outdoor Program

**The Middle Tennessee Council Camping Committee’s refund policy reads:** Individuals that cancel a reservation 10 days prior to attending Camp will receive a refund of fees paid, less a \$30.00 cancellation charge. **No refunds will be made after the 10-day cancellation deadline.**

**NO REFUNDS WILL BE CONSIDERED UNLESS THIS FORM IS COMPLETED AND RECEIVED AT THE JET POTTER SCOUT SERVICE CENTER 10 DAYS BEFORE UNIT’S FIRST DAY IN CAMP.**

Scouts Name \_\_\_\_\_ Unit Type \_\_\_\_\_ Unit Number \_\_\_\_\_

Event Type \_\_\_\_\_ Week / Camp / \_\_\_\_\_

Fees Paid \$ \_\_\_\_\_ Amount of refund requested \$ \_\_\_\_\_

Reason for Refund Request (be specific) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Please provide the following information to receive your refund:**

<b>Unit Leader Name:</b>					
<b>Unit Leader Address:</b>					
<b>City:</b>		<b>State:</b>		<b>Zip:</b>	

I understand this request will be reviewed and, if approved, payment will be made to the person named above or the pack/troop leader as appropriate.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Do Not Write Below This Line

**FOR OFFICE USE ONLY**

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Amount of refund granted \$ \_\_\_\_\_

If no money granted, why? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date check request submitted: \_\_\_\_\_ Submitted by: \_\_\_\_\_