## **Cancellation Policy**

In all programs offered by the Pathway to Adventure Council, BSA, a great deal of planning and purchasing takes place well in advance. These plans include, but are not limited to, staff, food, program materials, patches and awards, rental and purchase of equipment, and in some cases, items of clothing such as T-shirts that are given as part of a program fee. When an individual or group make a reservation for an activity or program, these items are included in ordering of materials and staffing for that event. Refunds: Expenses paid by Pathway to Adventure Council for registration, equipment, services, fees, transportation, or contracts entered into on behalf of a participant will not be refunded. Individuals or groups that cancel a program reservation 30 days prior to the date of the event will receive a refund of fees paid, less a 15% administrative charge. 3% credit/debit card convenience fee is non-refundable under any circumstances, even if an event is canceled. Cancellations made 30-15 days prior to an event will receive a 50% refund of fees paid. No refunds will be made after the 15 day cancellation deadline, unless there is a medical or other emergency. All cancellations must be in writing and sent to Pathway to Adventure Council, BSA 617 E. Golf Rd. Suite 101 Arlington Heights, IL 60005