



Northern Virginia Youth club, NOVAYC
PO Box 212, Springfield, VA 22150
Phone: 571.348.4161
www.novayc.org

The following is the Refund Policy of Northern Virginia Youth Club (NOVAYC) that parents/guardians must agree to in order to continue with on-line registration for any sports with NOVAYC.

The new member and scholarship application fees are non-refundable.

To qualify for a full or partial refund of activity fees, participants will be required to fill out the online refund request form. Refunds are granted within the guidelines and time frames listed below:

- Participants will receive a full refund of activity fees, minus a \$100.00 administrative cost, of all fees prior to the close of online on-time registration.
- Participants will receive a 50% refund of activity fees prior to completion of try-outs, preseason clinics or uniform distribution. For all other sports, a family will receive a 50% refund of the activity fee during late registration and prior to the first game.

NO refunds will be issued after the acceptance offer or first game. Also, if a player has been issued equipment, NO refund will be issued until all issued equipment has been verified as returned. Uniform costs will not be refunded after the order is placed to the vendor by NOVAYC procurement officer.

NOVAYC reserves the right to change this policy at any time and to deny or approve a refund for any reason. We strive for consistency and fairness and will evaluate every request objectively. However, there may be circumstances, that we did not foresee when forming this refund policy that may require us to deny or approve a particular refund request or to change the refund policy.

Requests for refund may be submitted by sending an email with the subject "Refund Request" found under " Or send to: PO Box 212 Springfield, VA 22150

Approved: 5/21/2014