

GSSEF CONFIRMATION & CANCELLATION POLICY:

- Fees must be sent with the Program Event Registration Form. No registration will be accepted without the appropriate fee.
- Programs may be cancelled **two weeks prior** (*effective February 2, 2009*) to the program date, based on a minimum registration requirement. Refunds will be issued to if a program cannot be provided.
- Troop and Individual cancellations will be accepted up to **two weeks prior** (*effective February 2, 2009*) to the program date. After this date, no refunds will be granted.
- Program fees will be refunded only if the event is cancelled by the Girl Scouts of Southeast Florida. Such fees will be refunded or may be transferred to another program at the request of the Adult Contact.
- Should the situation occur that an online registration is submitted with a credit card payment and that program is full, a refund will be issued.
- Program confirmation letters/packets are mailed or e-mailed (when applicable) following the registration closing date or within ten days of a program date, to the Adult Contact on the registration form.
- If the program is full, the Adult Contact will be notified by phone as soon as possible. An additional program will be provided whenever possible.