

1st Gilbert UMC Youth Event or Trip Deposit and Refund Policy

Registration Policy for Events including but not limited to Mission Trips / Retreats

All registration deadlines as set forth by the staff and Adult Youth Council are to be observed and will be enforced. Deadlines will be communicated through official communications of 1st Gilbert UMC Youth.

Deposit and Refund Policy for 1st Gilbert UMC Events/ Mission Trips / Retreats

In an effort to conserve and be good stewards of God's resources, and expenses of the ministries of 1st Gilbert UMC, the following policies are here forth set in place for all events, retreats, and mission trips.

- **Deposits:** Events sponsored and/ or chaperoned by 1st Gilbert UMC shall require a deposit of at least 50% of the total registration amount and are non-refundable. All events where a deposit is used to secure a spot will require FULL payment of deposit by the designated deadline for the event to "officially" secure a participants spot.

- **Refund & Cancellation Policy**

A Participant's spot is to be filled by another youth on a first-come-first-serve basis. It is the responsibility of a canceling participant to find their replacement to avoid forfeiture of any funds above deposit paid or credited to the event. In case of an event listed below we may apply a credit into the youth's account on file.

1. A medical illness precluding a youth from attending an event per a doctor's advice (doctor note required).
2. A death of an immediate family member resulting in the participant attending memorial or funeral activities.

Not with-standing, 1st Gilbert UMC will not refund any fees on deposits or payments that it is unable to retrieve from third party vendors or event locations, regardless of the reason for cancellation by participant.

- **Deposit for Mission Trip Policy**

All participants are required to pay a non-refundable and non-transferable deposit. The deposit amount shall be set by the Youth Director or Adult Youth Council and shall be in line with the per-person amount designated by the partnering mission organization and other associated trip cost.

By paying a deposit for the trip, you are assuming financial responsibility for the trip and are authorizing 1st Gilbert UMC to purchase airfare or arrange other travel on your behalf. If you do not go on the trip and the airline ticket cannot be transferred to another person, you will be responsible to pay the full cost of ticket to 1st Gilbert UMC.

If a trip is cancelled by 3rd party vendors or event locations, all funds raised will be kept as short-term missions tax-deductible contributions and a record of the funds you raised will be kept for a future event and/ or mission trip. Youth participant and/or parent may request in writing for a refund of money or a check directly paid for the sole purpose of a remaining balance above the non-refundable deposit. In the event of a cancellation by participant it may merit a partial refund or credit in the youths account for future events. In the event of a dispute, the matter will be resolved by either the Senior Pastor, Youth Director, Adult Youth Council or any combination of these.

1st Gilbert UMC Youth Event or Trip Deposit and Refund Policy

Scholarship Policy for Events

Scholarship requests must be submitted in writing prior to the deposit due date. Scholarship funds are not eligible to be applied towards deposits and will be forfeited upon cancelation by participant and returned to fund.

Printed name of Youth Participant

Signature of Youth Participant

Printed name of Parent/ Legal Guardian

Signature of Parent/ Legal Guardian:

Date Agreement Completed: _____