

# REFUND POLICY

## *Round Pond Recreation Area*

1. **Seasonal Campsites:** A pro-rated refund may be requested through and approved only by the Chief, RD for PCS, ETS, TDY (unprogramed or extended), Medical and Scheduling conflicts only. Forms are available at Round Pond and the RD Admin Office. Refunds are calculated from the date received.
2. **Daily Campsites:** a full refund, minus a \$5.00 administration fee, will be approved for cancellations received at least 72 hours in advance of check-in date/time. NO rain checks or credit is authorized.
3. **Party Facilities:** A full refund, minus a \$5.00 administration fee, will be approved for cancellations received at least 2 weeks in advance of check-in date/time. NO rain checks or credit is authorized. (Pavilions and Bonneville)
4. **Rental Cabins:** A full refund, minus a \$5.00 administration fee, will be approved for cancellations received at least 72 hours in advance of the check-in date/time. NO rain checks or credit is authorized.
5. **Bull Pond Cabins:** No refunds, rain checks or credit is authorized. Patrons are responsible to locate a substitute patron through the waiting list process.
6. **Rental Equipment:** A full refund, minus \$5.00 administrative fee, will be approved for cancellations received 72 hours in advance of the reservation date/pick-up time. NO rain checks or credit is authorized.
7. Refunds approved for payments made with a credit card or those for less than \$50.00 are processed upon request. Refunds for payments made in cash or check that are greater than \$50.00 are approved by the Round Pond Manager and processed through the NAF Financial Services Office which takes 8-10 working days to receive.
8. Reservations that are cancelled the same day will be afforded the full refund minus \$5 administrative fee.

