



# Mount Petrie Bowmen Inc

ABN 98 134 918 412

## Refund Policy

### Courses

- persons who give more than 3 days' notice of their inability to attend a course may -
  - request that their course registration be rolled-over to the next available course at no cost, OR
  - request a refund. A \$5.00 administration charge will be deducted from the refunded amount, OR
  - they may nominate a substitute participant, at no cost
- persons who give less than 3 days' notice of their inability to attend a course will not be eligible for a refund, however -
  - they may request that their course registration be rolled-over to the next available course at no cost, OR
  - they may nominate a substitute participant, at no cost
- persons who do not attend the second day of an Archery Certificate Course -
  - will not be eligible for a full or partial refund
  - will be able to attend the second day of the next available Archery Course at no cost, if an unfilled place is available
- cash payments/bank transfers for course fees made on the day of a course are non-refundable.

### Special Activities

- where a special event has been pre-paid, and is cancelled with more than 3 days' notice, MPB will refund the payment. A \$5.00 administration charge will be deducted from the refunded amount
- where a special event has been pre-paid and is cancelled with less than 3 days' notice, MPB will refund the payment. A \$20.00 administration charge will be deducted from the refunded amount
- if a participant at a pre-paid special event fails to attend the event, no refund will be made.

### Membership and Affiliation Fees

- membership of MPB is taken for a 12 month period from point of payment
- the total fee paid on registration includes affiliation fees to the South Queensland Archery Society (SQAS) and Archery Australia (AA)
- a pro-rata amount of the MPB component of the membership fee may be refunded at the discretion of the MPB Committee
- a \$5.00 administration charge will be deducted from the refund
- refunds will not be made retrospectively
- MPB is not authorised to refund affiliation fees paid to SQAS and AA at the time of joining

- a person whose application for membership of MPB is rejected will be refunded the amount paid for the MPB component of the total fee, not including the online processing fee. An administration charge of 20% may be deducted from the refund.

### **Gift Certificates**

- a certificate will expire 3 years from the date of issue
  - a certificate holder may request that their course registration be rolled-over to the next available course at no cost, OR
  - request a refund of the cost of the certificate. The refund will be made to the original purchaser. A \$5.00 administration charge will be deducted from the refunded amount, OR
  - they may nominate a substitute participant, at no cost
- a certificate is not redeemable for cash.

### **Club Merchandise**

- MPB undertakes, at its discretion, to replace an item of Club merchandise if, within a period of 30 days, it is found to be defectively manufactured
- MPB will not refund the cost of, or replace an item of Club merchandise, if the order was incorrectly completed by the purchaser
- MPB will not refund the cost of arrows, unless they are found to be defectively manufactured

### **Tournament Registration Fees**

MPB adheres to SQAS & AA policies with respect to refunds of tournament registration fees.

### **Method of Refund**

Refunds will be made either through Sports TG, bank transfer or cheque, at the discretion of the MPB Committee.

This policy was approved by the Management Committee of Mount Petrie Bowmen Inc. on 21 October 2019. It will be reviewed annually.