

# City of Cottage Grove Recreation Department Cancellation Policy

---

Persons are not considered registered until their fee has been paid. The Recreation Department reserves the right to cancel classes or activities when an insufficient number of people sign up.

All fees will be returned if a course is cancelled due to insufficient enrollment.

There will be a \$5.00 per person processing charge for any cancellation of a class by an individual before the first class meeting.

If you cancel after the first day of the program, we will withhold a \$5.00 processing fee and refund 75% of the remaining payment.

**NO REFUNDS WILL BE GIVEN AFTER THE SECOND DAY OF THE PROGRAM. NO EXCEPTIONS.**

No refunds will be issued for any bus trips, but you may find someone to take your place. If you find someone to take your place, you must notify the Recreation Department in advance.

We reserve the right to reschedule classes due to inclement weather. If School District 833 schools close due to inclement weather, city recreation programming within school buildings is cancelled. Also dates of any classes or programs scheduled in School District 833 facilities are subject to change.