

## Kevin Sypolt & Jan Van Ekeren

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**From:** David Peters [kippet@ksc.th.com]  
**Sent:** Tuesday, October 09, 2007 11:58  
**To:** Leslie Hinson; The Youngs; Helen Weir; schilling@slb.com; Wendy Banbury; Brian and Pawaree Vogel; aj E  
**Cc:** Kevin Sypolt; Allison and Greg Coley; Kelly Phipps  
**Subject:** Refund Policy

To All

There has been some question on refunds so the Pack has established a policy.

100% refund of registration fees if the Scout drops before the 1st Pack meeting.

50% Refund of registration fees if the Scout drops before the 2nd Pack meeting.

No refund after that point on registration fees.

100% refund on uniform and supplies if cancelled before order is made.

50% refund after order made but not delivered to Scout.

50% refund on delivered items returned by the Scout that are in new condition. Books to have no markings in them, clothes no markings, no Patches sewn on and to pass the Pack Supply Volunteer's (Kelly) screening as unused. They should look like they came out of the wrapping.

On used items in good condition verified by Volunteer for Pack Supplies, if sold we will return 50% of the selling price at time of sale. Selling price will be 50% of new item cost. Net 25% refund at time of sale which probably will not be until the following August registration when we will put them on display.

The approach on used items will also be applied to any Scout or Volunteer who wants to return used items when they move to the next class uniform or they will be moving on from Scouts. This is generally anticipated to be in May of each year.

A refund is based on request. if no request for refund we will retain funds as a donation. A request is simply a note to the Den leader or the Pack leaders that is forwarded to the Pack CubMaster or Pack Committee chairperson who approves and forwards to the Pack Treasurer. The individual will need to make arrangements for return items to be delivered to the Pack Supply Volunteer who will approve and forward any refund to the Pack Treasurer.

Cheers

David