

## DARWIN DRESSAGE CLUB

### REFUND POLICY

MARCH 2018



#### 1. Purpose of Policy

To provide information to members that advises of the approach taken for refunds leading up to an event if a member needs to scratch their horse or withdraw from an event.

#### 2. Competitions

- Competitors must notify the person listed on the relevant draws for scratchings. Texting is preferred.
- Scratching or withdrawing prior to 5pm on the day entries close – entry fees will be refunded minus facilities fee.
- Scratching or withdrawing after close of entries – a refund of entry fees (minus facilities fee) will only be made if documented proof (i.e. Veterinary or Medical certificate) is produced within 5 days of completion of the event. Email a copy to [darwindressageclub@gmail.com](mailto:darwindressageclub@gmail.com)
- Competitors will not be entitled to a refund or credit if you are unable to produce a Veterinary or Medical certificate within 5 days or if you scratch after 10am on the day of the competition.
- If a decision is made by the DDC committee to cancel a competition or event (for any reason) competitors will receive a full refund. Refunds may be processed by the Treasurer as soon as convenient or via nominee.

#### Training / Protocol Days

- No Refunds will be issued for withdrawing, scratching or cancelling from a practice or protocol day for any reason.
- Members do have the option to arrange for another DDC financial member to take their allocated place provided DDC committee is notified.

## **Dressage Clinics**

- Withdrawing, scratching or cancelling from a clinic more than 14 days prior to the event – entry fees will be refunded minus a \$50.00 administration fee.
- Withdrawing, scratching or cancelling from a clinic 14 days prior to the event – refunds will only be considered on receipt of a Veterinary or Medical certificate within 5 days of notification of withdrawing, scratching or cancelling from said event. A copy must be emailed to [darwindressageclub@gmail.com](mailto:darwindressageclub@gmail.com). If a refund is approved entry fees will be refunded minus a \$50.00 administration fee.
- In the event that there is a wait list of riders, DDC will endeavour to fill the position on the member's behalf.
- If there is no wait list, members do have the option to arrange for another DDC financial member to take their allocated place provided DDC committee is notified.
- Refunds will be processed on completion of the event.

### **3. NT Dressage Championships (ENT)**

Competitors should familiarise themselves with the EA National Dressage Rules, current at the time of competing, that cover withdrawals and scratchings for the ENT Dressage Championships.