



of the Island City

## 2025 Summer Camp Transfer and Camp Refund Policy

### CAMP REFUND POLICY & PROCESSING:

All cancellation requests must be made in writing to Caroline Ford, Assistant Director of Programs at [aford@girlsincislandcity.org](mailto:aford@girlsincislandcity.org)

- Cancellation requests made before May 2, 2025 will be subject to a **\$60.00** cancellation fee.
- Cancellations requests made after May 2 and up to 7 days prior to the registered camp start date will be subject to a **50%** cancellation fee.
- No refunds given with less than 7 days notice of the registered camp start date.
- In the unlikely event enrollment is below our threshold on a particular week, we reserve the right to cancel Summer Camp for that particular week. If this is the case, you will receive at least one week's notice of camp cancellation and will be fully refunded.

### TRANSFER & CHANGE POLICY:

All requests for transfers and changes must be submitted in writing to Caroline Ford, Assistant Director of Programs at [aford@girlsincislandcity.org](mailto:aford@girlsincislandcity.org). **A \$25 fee will be charged per transaction for all transfers and changes.** These will be honored as long as space is available. There are no transfers between campers or other programs we offer.