

ROYAL SCOTTISH COUNTRY DANCE SOCIETY - BRISTOL

Registered Charity No. 1059608

website: www.rscdsbristol.info

Dances and Day Schools Refunds Policy

Note that, if you request a refund and need it to be posted, a £1 administration fee will be deducted, however, if we cancel, there will be no charge for posting refund cheques, should this be necessary.

Bristol RSCDS wish to encourage up front payment for Dances and Day Schools in order to:

- determine that an event is viable and gain confidence there will be a good atmosphere
- reduce the need for payments on the night; this is time-consuming and can cause queues
- be able to communicate numbers to visiting teachers (Day Schools)
- understand catering requirements where catering is included

We make a decision about the viability of an event approximately 2 weeks before the event date.

- If we decide to cancel the event you will acquire a credit
- If you notify the ticket secretary that you cannot attend prior to this cut-off you will acquire a credit
- In the final 2 weeks you will acquire a credit where you are justifiably unable to attend, please contact the ticket secretary giving your reason for none attendance.

We will provide refunds by one of the following means (in order of preference):

- Cash where practical to do so
- towards payment for our next event (if you are planning to attend and happy to do this)
- Cheque given by hand
- Cheque posted.

Adopted: May 2018