



Worthington Parks and Recreation Refund Policy

Effective August 25, 2008

Program Refund Policy

Refunds will be approved when we receive the request one week prior to the course start date. Refunds may be processed over the phone or by coming into the Community Center.

Refunds may be approved in cases of hardship, military duty, out of area move, or medical reasons.

WPRD reserves the right to require a Doctor's note if request is due to medical reasons.

Refunds for hardship cases may be pro-rated under Supervisor's discretion.

Refunds will be placed on your Worthington Community Center account to use for future programs.

If your course is cancelled by Worthington Parks and Recreation, you will be notified by a phone call informing you that your money was placed on your Community Center account. You may receive a check, upon request, for the full amount of the cancelled class.

All check refunds are subject to an \$8 processing fee, with the exception of cancelled class refunds, and may take up to 4 weeks to receive in the mail.

Annual Pass Refund Policy

Annual passes are non-transferable.

Refund requests for cases of hardship will be considered in writing to the Director of Parks and Recreation, Lynda Chambers. Please e-mail her at chambers@ci.worthington.oh.us and put "REFUND REQUEST" in the subject line or mail your request to 345 E. Wilson Bridge Road, Worthington, OH 43085.

Rental Refund Policy

Refund policies for rentals are denoted on the rental contract.