



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

**VENTURA FAMILY YMCA
Program Change/Cancellation Form**

Primary Member _____ ID # _____

Email _____ Phone _____

Address _____

PROGRAM CANCELLATION

Participant's Name _____ Birthdate _____

Class Name _____ Class Code _____

Day / Time _____ Total Refund \$ _____ .00

Refund Method Check Credit Card

Reason for Cancellation _____

Please refer to the cancellation fee schedule (see back for details)

PROGRAM CHANGE

Cancelled Class _____ Class Code _____

New Class _____ Class Code _____

Day / Time _____ Total Due \$ _____ .00

Payment Method Cash Check Credit Card

All program changes are subject to a change fee (see back for details)

Parent Signature _____ Date _____

Staff Name _____ Date _____



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**VENTURA FAMILY YMCA
Program Change/Cancellation Form**

Policies

- The Ventura Family YMCA reserves the right to cancel any class.
- There are no make-up classes or credits given for individual classes missed.
- When a YMCA member registers for a class/program and their full-facility membership expires, is frozen or terminates during the class/program, the participant will be charged the difference between the member and non-member price for the remaining dates of the program.
- Refunds may be given for medical cancellations with a physician's written excuse (refund is subject to cost of any direct expenses and child care is not included).
- Credits: If a credit exists on an account members will be given refunds
- Class schedules are subject to change.

Cancellations	Changes
Youth and Aquatic Programs, Sports Leagues, Personal Training, and Parent's Night Out etc...	
Prior to one week before session 50% Refund and No Credits	\$5.00 Change Fee
One week before the session No Cancellations and No Credits	\$5.00 Change Fee
After the session has begun No Cancellations and No Credits	\$5.00 Change Fee
Birthday Parties	
30 Days Prior, Full Refund	\$15.00 Change Fee
After 30 Days, No Refunds	\$15.00 Change Fee
Trainings and Events	
No Cancellations, No Refunds	\$5.00 Change Fee
Child Care	
30 days notice to cancel	\$15.00 Change Fee
After 30 Days, No Credits or Refunds	\$15.00 Change Fee
Day / Specialty Camps	
30 days notice to cancel After 30 Days, No Credits or Refunds	\$15.00 Change Fee and 2 weeks notice is needed
Membership	
30 days notice to cancel	If upgrading your membership the difference of the prorated amount must be paid at the time of the change
	If downgrading your membership the change will not take place until the following month