



CYBA REGISTRATION REFUND POLICY AND APPLICATION

POLICY: It is the policy of CYBA to honor legitimate refund requests received prior to the CYBA draft. Refund request applications must be submitted to CYBA prior to the draft as stated on the CYBA registration form and the CYBA web site.

Although it is the general policy of Youth Sports Organizations nationally not to allow refunds after the formation of teams, CYBA understands that dramatic situations occasionally occur. Therefore, refund requests received after the draft will be heard, but will require approval from the CYBA Board of Directors.

Refunded registration fees after the draft can be obtained for various reasons, including but not limited to: the event of illness or injury to the registered player, family situations such as dislocation or catastrophe, and/or errors in registration. Upon receipt, this application will be reviewed by the CYBA Board of Directors and, if approved, refunds will be issued within sixty (60) days. Notification of approval or non-approval of refund requests received after the draft will be sent by email or U.S. mail to the person making the request within thirty days of hearing.

INSTRUCTIONS: Complete the application form below and mail it to:

CYBA REGISTRATION REFUND REQUEST
PO Box 6966
Thousand Oaks, CA 91359-6966

If the reason for refund request is because of injury or illness, please supply the name, address, and phone number of physician and/or clinic or a copy of medical correspondence. If the reason for refund request is because of relocation, please supply new address.

APPLICATION:

Your Name: _____ Email: _____

Registered Player's Name: _____ Age group (Division): _____

Address: _____

City: _____ State: ____ Zip: _____ Phone Number: _____

DESCRIPTION OF REASON FOR REFUND REQUEST:

Signature: _____ Date: _____