

## Halifax Rowing Club - Membership Cancellation Policy

All Halifax Rowing Club memberships consist of three parts, Rowing Canada (RCA) fee, Rowing Nova Scotia (RowNS) fee, and the Halifax Rowing Club membership fee. Once a member e-transfers fees to the Club Treasurer, their membership is then activated. This policy applies to members who have paid their fees and had their membership registration activated within the Rowing Canada website.

| RCA & RowNS Fees                    |   |  |
|-------------------------------------|---|--|
| Rowing Canada (RCA) Fees            | RCA does have a process to reimburse fees, but requires manual tracking by the Club's Treasurer. The Board will reimburse members RCA fees once the Treasurer receives confirmation from RCA of approved reimbursement. | Fees will be fully refunded.   |
| Row Nova Scotia (RowNS) Fees        | RowNS does not have a process to reimburse fees, therefore the Board will not refund RowNS fees.  | Fees will not be refunded.   |
| Halifax Rowing Club Membership Fees |   |  |
| Learn to Row (LTR) Memberships*     | Memberships canceled with 2 weeks or more notice before scheduled LTR session.  | Fees will be fully refunded.   |
|                                     | Membership canceled with less than 2 weeks notice before scheduled LTR session.*  | Subject to \$50 admin fee and the remaining membership fee will be refunded. |
| All Other Memberships               | Refunding canceled memberships will be assessed on a case-by-case basis by the Board.   |  |

\* Learn to Row sessions are scheduled with limited available spots to ensure each session is kept to a maximum of 8 participants.