

REFUND POLICY

Course Refunds

Please choose your classes carefully. Refunds are made only if we cancel the class or if you notify the Concord Township Recreation Department twenty-four (24) hours prior to the start of class that you are cancelling out of the class. The Department can be reached at 440-639-4650. A full refund will be issued to enrollees if we cancel a class. All refunds are provided in the form of a check, regardless of how the original payment was made. If payment was made by check for one class, we may return your original check. If payment was made by check for multiple classes, please contact the Department for refund options. For classes with multiple sessions, no refunds will be made after the first class is held.

Cancellations

If a class is cancelled by the Concord Twp. Recreation Dept., you will be notified by phone. We welcome you to transfer to another class or receive a full refund. It takes two to three weeks to process refund checks. All refunds will be in the form of a check regardless of how payment was made. A class may be cancelled or combined due to low enrollment. Missed classes are not refundable

If your refund check is not cashed within six (6) months of receipt, it will be voided and you will be issued a credit for a future class.

Concord Township Recreation Department

7671 Auburn Road

Concord, Ohio 44077

440-639-4650

Office hours - Monday – Friday from 8:00 a.m. to 4:30 p.m.