



SOUTH FAYETTE
T O W N S H I P
A Community Growing Together

Parks & Recreation Refund Policies

Parks & Recreation Department
515 Millers Run Road / South Fayette, PA 15064
Phone: 412-221-8700
Office Hours: 8:00 A.M. – 4:30 P.M.
www.SouthFayettePA.com/recreation

GENERAL PROGRAM REFUND POLICY

No refunds are issued after the program start date. Any request for a full refund must occur at least 2 weeks prior to the program start date. Request for cancellations/refund made prior to two weeks before program will receive full refund. Cancellations made two weeks or less before program will receive 50% refund.

Requests for cancellations or refunds can be made via email to imcneill@sftwp.com or via phone at 412-221-8700 x 222.

Please include:

Name

Participants' Name (if different)

Program

Program Start Date

Refunds are issued by staff within 2 weeks of requests. Please allow an additional 5 to 10 business days for credit card company processing.

Credit card payments are issued back onto the credit card, minus processing fees. There are absolutely no cash refunds. Cash payments are refunded by a check in the mail.

*If program is canceled due to low enrollment or for other reasons determined by the township, a full refund will be issued.