



Standard Event Cancellation Policy

A great deal of planning and purchasing takes place for all programs offered by the Pathway to Adventure Council well in advance of the event. These plans include, but are not limited to; staff, food, program materials, patches and awards, rental and purchase of equipment, and in some cases, items of clothing such as t-shirts that are handed out as part of a program fee. When an individual or group make a reservation for an activity or program, these items are included in ordering of materials and staffing for that event.

Council Refund Policy

1. 30 days prior to the date of the event participants will receive a refund of fees paid minus a 15% administrative charge.
2. 30-15 days prior to an event the participant will receive a 50% refund of fees paid.
3. 15 days or less before an event the participant will receive no refund unless there is an emergency. Approval must be obtained in writing.
4. No refunds will be given after 30 days of the conclusion of an event or activity.
5. All cancellation requests must be sent via email to the staff advisor of the event or activity.

Certain events or activities, such as National Jamborees, trainings, or other special events, may have a refund policy different than the Council policy. Please see the sections below.

Refund Policy for National Events (e.g. High Adventure Activities, National Jamboree)

1. Deposits are non-refundable.
2. Money paid by the Council for equipment, services, or contracts entered on behalf of participants will not be refunded.
3. If substitution for participation in the event has been secured, then a refund (less administrative charge, and less any fees incurred by the substitution) may be made to the individual originally registered.
4. All cancellation requests must be sent via email to the staff advisor of the event or activity.

Refund Policy for Training Events

1. Refunds may be given until (a) the close of registration for the training event or (b) one week before the training event begins.
2. No refunds will be given once the course has begun. A multi-day training event begins on the first day.
3. All cancellation requests must be sent via email to the staff advisor of the event or activity.

**Des Plaines Valley
Center for Scouting**
811 W. Hillgrove Avenue
La Grange, IL 60525
(312) 421-8800

**Northwest Suburban
Center for Scouting**
617 E. Golf Road Suite 101
Arlington Heights, IL 60005
(312) 421-8800

**Robert J. Welsh
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8751 Calumet Avenue
Munster, IN 46321
(312) 421-8800

**Steve Fossett
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1218 W. Adams Street
Chicago, IL 60607
(312) 421-8800



Event Cancellation by Council: The Council reserves the right to cancel any activity, refuse any reservation, or close any camp at any time. All enrollments, reservations, and deposits are made with the Council subject to this provision.

Note: Emails of staff advisors can be obtained through the District Executives or Community Impact Chairs.

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