



ASHINGDON AND ROCHFORD

REFUNDS POLICY

Organisers/Leaders often need to pay in advance for entrance tickets or travel.

Members wishing to attend such events should pay the organisers/leaders by cheque to ensure that a clear audit path is available.

Members should consider advance payments to be non-refundable.

However: If, through unexpected reasons, a member needs to cancel, it may be possible to refund money already paid.

Organisers/leaders will, if given reasonable notice, try to make the place available to others. If that is successful, the money can be refunded.

This Policy was ratified at the Ashingdon & Rochford U3A
Committee meeting held on 9th September 2015.