



**Flatwater Paddling Yukon (FPY)**  
Whitehorse, Yukon

REGISTRATION POLICY  
Passed by board February 17, 2017

**Bookings, No Show & Transferring Programs**

- Please note that all programs have limited space. Registrations are on a first come, first served basis. To be added to a waiting list for a program, please contact the Executive Director directly by email: [info@flatwateryukon.ca](mailto:info@flatwateryukon.ca).
- Registrations are only considered final when full payment is made.
- Refunds are not available for any programming once the program has started or if the participant has to leave due to behaviour issues.
- Absences are non-refundable and non-transferable
- Transfers between programs can be arranged, at no cost, up to 7 days before the program start date (based on availability.)

**Cancellations**

- All cancellation/refund requests must be submitted in writing to the Executive Director. Refund requests may take 2 weeks to process.
- An administrative fee of \$25.00 per participant will be applied to a program that is dropped more than 7 days before its start date.
- Less than 7 days before the start date a cancellation fee of 50% of the registration cost will apply.



17 February 2017