

PUTNAM VALLEY PARKS AND RECREATION

DAY CAMP FINANCIAL POLICY

All requests must be via email to

Aspinelli@putnamvalley.gov or Tcortina@putnamvalley.gov

- **All payments must be made in full by June 2nd 2025**
- **\$25.00 SCHEDULE CHARGE FOR ALL CHANGES TO SCHEDULES**
(Must be made via email)
- All Early Bird Deposits MUST be made in by April 19th or your registration price will default to regular pricing.
- Deposits are NON-REFUNDABLE
- Any dropped weeks after April 12th (early bird) will result in a registration defaulting to regular pricing.
- Between June 3RD and June 16th refunds will be 50% of the fee less the deposit.
- After June 16th no refunds will be issued unless there is a doctor's note.
- If a participant becomes ill or injured during a program, a refund request must be submitted in writing and accompanied by a doctor's note. Refunds will be prorated based on the date they are received
- If the Recreation Department cancels the program, a full refund will be issued

CHECKS:

If a check is returned to the Putnam Valley Parks and Recreation department due to insufficient funds, there will be a \$20.00 service charge. Checks cannot be redeposited.

CREDIT CARDS:

The Town of Putnam Valley charges a 4.0% surcharge for credit/debit card payments.

ON-LINE PAYMENTS

Payments on-line can be made at: reg.pvpr.com