



B.C. Kayak Centre  
a division of  
Paçantic Risk Management Corporation

## **Registration, Payment and Refund Policy for Courses, Clinics & Classes**

### **Registration**

In order to register for a course, clinic or class:

1. please send an e-mail with your information and what it is you wish to register for
2. for instructor and instructor trainer courses registration must also be made on-line with Paddle Canada. Information can be provided to assist with this.

### **Payment**

1. a deposit of 50% of the total cost of the course clinic or class must accompany your request for registration if there is more than 30 days before its start in order to confirm your place
2. monies may be sent by e-transfer to either [mgilbert1600@gmail.com](mailto:mgilbert1600@gmail.com) or [mgilbert@pacanticriskmanagement.com](mailto:mgilbert@pacanticriskmanagement.com) or by cheque made out to: Paçantic Risk Management Corporation
3. the final 50% owed must be sent 30 days prior to the start of the course, clinic or class. This will allow final confirmation of your place

### **Refunds**

1. Any refund request due to cancellation on your part is as follows:
  1. If prior to 30 days before the start date a full refund will be returned less \$10.00 for bank charges
  2. if prior to 10 days before the start date 50% of the full price will be returned
  3. if cancellation is requested with less than 10 days before the start date there will be no refund
2. All attempts will be made to find someone else to take your place on the course, clinic or class by way of advertising or via "wait lists". Should a replacement be found a full refund less bank charges will be provided.
3. In the event the course, clinic or class is cancelled by B.C. Kayak Centre, a full refund will be provided immediately to all registered and paid up participants.