



CHO-GUN-MUN-A-NOCK ORDER OF THE ARROW LODGE 467

Hawkeye Area Council
Boy Scouts of America



Order of the Arrow Event Fee Refund Request Form

Please mark the event.

- Spring Fellowship Fall Conclave
 Spring Conclave Fall Fellowship

- In all cases, if the refund is requested after food has been purchased for the event, the maximum refund will be less the food cost for participants.
- Fees are not refunded for homesickness or dismissal from the event.
- If an instance of illness, death in the family, or move from the Council territory makes it impractical for the Scout to attend the event, a portion of the fee may be refunded.
- Fees are transferable to a future event, but the food cost may be deducted.
- Refund requests must be made using this form and must be submitted to the Council Service Center within 30 days of the event.
- All refund requests will be reviewed by the Lodge Key 3 for discussion and approval at the next meeting of the Lodge Executive Committee.
- Refunds will be issued to the Parent or Guardian only.
- Refunds of Ordeal or Brotherhood fees may be made by the Lodge Treasurer or Treasurer Adviser at the event, less the food cost of the event, if necessary.

Name of Scout or Scouter: _____

Please explain the reason for the Refund Request: _____

Amount of fee paid: \$ _____ Amount of Refund requested: \$ _____

Signature of Requestor: _____ Troop Position: _____

Printed Name of Requestor: _____ Phone Number: _____

For Office Use Only		
Refund Request Amount Approved	\$ _____	Refund Request Rejected
Lodge Chief Signature	_____	Date: _____
Lodge Adviser Signature	_____	Date: _____
Lodge Staff Adv Signature	_____	Date: _____
Lodge Treasurer/Adviser	_____	Date: _____
Refund Processed By	_____	Date: _____