

## Haverford Reserve Synthetic Turf Field Cancellation Policy

All fees are paid before issuance of permit. No fees are refunded but in certain circumstances will be put towards future permitted time.

- 1- If permitted time is cancelled *before* issuance of permit.  
No penalty. Submit new check.
- 2- If permitted time is cancelled *after* issuance of permit.  
No penalty if time is permitted to another organization. Organization is then credited amount paid to be put towards future permitted time. If cancelled time is not permitted organization loses the fee already paid and will be fined these same number of hours on subsequent permit requests.
- 3- If permitted time is not used and we are not notified.  
Organization loses fees already paid and will be fined three times the hours on later permit. (i.e. if there is a no show for a 2 hour slot—organization is fined 6 hours)