

# Memo – 007

## AusChamps Entry Cancellation & Refund Process

### 23 May 2018

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This policy will appear as Annex 2 to Part 2– in the AusDBF Competition Rules and Regulations (Edition 7) when it is released at the end of 2018.

AusDBF will only consider requests for refunds on the following basis:

1. Requests for refunds are submitted to AusDBF prior to the close of entry deadline. Requests made after the close of entry deadline will be rejected.
2. Race fees must be paid in full prior to the close of entry deadline to be eligible for refund.
3. Where changes made to the race draw require a team to withdraw from an event upon advice from AusDBF (e.g. insufficient crews to run the race), a refund for the affected race event will apply.
4. Clubs must submit their request in writing to the AusDBF Technical Director at [technical@ausdbf.com.au](mailto:technical@ausdbf.com.au), stating the reason for the entry cancellation and refund request (see AusChamps Entry Cancellation & Refund Form).
5. Notwithstanding points 1-4 above, at the sole discretion of AusDBF, a refund may be considered under extenuating circumstances (e.g. significant injury, illness or death).

AusDBF Board



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Australian Government  
Australian Sports Commission



Member for Australia of  
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# AusChamps Entry Cancellation & Refund Form

Club Name:

List entry/s requesting refund for:

e.g. standard boat premier mixed 200m

Standard Boat	Small Boat
Total refund amount requested:	

Include reason for withdrawing entry and requesting refund:

Request submitted by:

Club contact:	
Mobile:	Email:
Signature:	Date:

Entry cancellation confirmed by:

Technical Director (Name):	Date:
Signature:	

Entry Refund approved and processed by:

AusDBF Accounts (Name):	Amount paid:
Signature:	Date paid: