

**RECREATION FEES GRID - Effective February 1, 2022, unless noted**

Last Passed by Council October 10, 2020

Last Revised January 6, 2022

**Parks & Recreation Department Facility Memberships and Fees - all changes effective March 1, 2022**

<b>Recreation Center Membership Rates</b>													
		Resident/Taxpayer						Non-Resident/Non-Taxpayer					
		Adult		Child		Senior		Adult		Child		Senior	
Blue Level Rec Center Membership	Annual Pay in Full	<del>\$ 264.00</del>	\$ 300.00	<del>\$ 144.00</del>	\$ 180.00	<del>\$ 204.00</del>	\$ 240.00	<del>\$ 396.00</del>	\$ 432.00	\$ 276.00	<del>\$ 276.00</del>	\$ 312.00	
	Annual EFT	<del>\$ 22.00</del>	\$ 25.00	<del>\$ 12.00</del>	\$ 15.00	<del>\$ 17.00</del>	\$ 20.00	<del>\$ 33.00</del>	\$ 36.00	\$ 23.00	<del>\$ 23.00</del>	\$ 26.00	
	Monthly	<del>\$ 32.00</del>	\$ 35.00	<del>\$ 17.00</del>	\$ 20.00	<del>\$ 22.00</del>	\$ 25.00	<del>\$ 43.00</del>	\$ 46.00	<del>\$ 24.00</del>	\$ 28.00	<del>\$ 28.00</del>	\$ 31.00
	<i>*Family of four or more maxes out at the price of 2 adult and 2 child memberships on ANNUAL MEMBERSHIP ONLY.</i>												
Gold Level Rec Center Membership	Annual Pay in Full	<del>\$ 384.00</del>	\$ 420.00	<del>\$ 204.00</del>	\$ 240.00	<del>\$ 264.00</del>	\$ 300.00	<del>\$ 516.00</del>	\$ 552.00	\$ 336.00	<del>\$ 336.00</del>	\$ 372.00	
	Annual EFT	<del>\$ 32.00</del>	\$ 35.00	<del>\$ 17.00</del>	\$ 20.00	<del>\$ 22.00</del>	\$ 25.00	<del>\$ 43.00</del>	\$ 46.00	\$ 28.00	<del>\$ 28.00</del>	\$ 31.00	
	Monthly	<del>\$ 42.00</del>	\$ 45.00	<del>\$ 27.00</del>	\$ 30.00	<del>\$ 32.00</del>	\$ 35.00	<del>\$ 53.00</del>	\$ 56.00	\$ 33.00	<del>\$ 38.00</del>	\$ 41.00	
	<i>*Family of four or more maxes out at the price of 2 adult and 2 child memberships on ANNUAL MEMBERSHIP ONLY.</i>												
<i>Annual EFT Memberships will automatically renew at the current annual rate. Members must request cancellation of their membership to stop billing. Requests to cancel received more than 30 days after the renewal date will be assessed cancellation fees as listed below. Cancellations requested more than 270 days after the renewal date will not be permitted.</i>													
		<i>31-90 days after renewal date \$ 30.00 per membership</i>											
		<i>91-180 days after renewal date \$ 60.00 per membership</i>											
		<i>181-270 days after renewal date \$ 90.00 per membership</i>											
<b>Special Rec Center Memberships</b>													
		Resident/Taxpayer						Non-Resident/Non-Taxpayer					
		Adult		Child		Senior		Adult		Child		Senior	
Group Fitness & Child Care	Monthly	<del>\$ 32.00</del>	\$ 35.00					<del>\$ 42.00</del>	\$ 45.00				
College Blue Membership (proof required)	Monthly	<del>\$ 22.00</del>	\$ 25.00					<del>\$ 32.00</del>	\$ 35.00				
College Gold Membership (proof required)	Monthly	<del>\$ 28.00</del>	\$ 30.00					<del>\$ 38.00</del>	\$ 40.00				
Military Blue Membership (current ID required)	Monthly	<del>\$ 11.00</del>	\$ 13.00					same as resident rate					
Military Gold Membership (current ID required)	Monthly	<del>\$ 16.00</del>	\$ 18.00					same as resident rate					
Senior Walking Membership (60 & over only)	Monthly					<del>\$ 6.00</del>	\$ 9.00				<del>\$ 12.00</del>	\$ 15.00	
Silver League Basketball (restricted times)	Monthly					<del>\$ 17.00</del>	\$ 20.00				<del>\$ 17.00</del>	\$ 20.00	
Summer Gold Level Membership	99 days	\$ 99.00 for all regardless of age or residency											
Police Academy membership	6 mo. Pay in Full	charged at 1/2 of the current annual resident rate (regardless of residency)											

Recreation Center Daily Admission Rates/Passes										
Daily Admission Rates	<b>Blue Adult</b>		<b>Blue Child</b>		<b>Blue Guest</b>		<b>Gold Adult</b>		<b>Gold Guest</b>	
	<del>\$ 8.00</del>	\$ 10.00	<del>\$ 5.00</del>	\$ 8.00	<del>\$ 5.00</del>	\$ 8.00	<del>\$ 10.00</del>	\$ 12.00	<del>\$ 7.00</del>	\$ 10.00
<del>Daily Admission Punch Card</del>	<del>\$ 35.00 for 5 punches/visits</del>					<del>\$ 45.00 for 5 punches/visits</del>				
Group Rates (15 or more people, 2 hr limit)	<del>\$ 4.00</del>		\$ 5.00		per person		Tallmadge-based group			
	<del>\$ 5.00</del>		\$ 8.00		per person		Non-Tallmadge based group			
Sports Admissions Fees (for certain Recreation Center-sponsored sports leagues/tournaments)	<b>Adult</b>		<b>Child</b>		<b>Senior</b>		<b>5 &amp; Under</b>		<b>Members</b>	
	\$ 3.00		\$ 2.00		\$ 2.00		Free		Free	
Other Rec Center Membership Discounts and Special Offers										
City of Tallmadge Employee Discount	A 50% discount off the posted rates will be given to all City of Tallmadge employees and their dependents, retirees, current board/commission members, Auxiliary police officers (after probationary period) and former elected officials (who have completed at least 1 full term).									
Tallmadge City Schools Employee Discount	A \$5/month discount will be offered on annual memberships to all employees of Tallmadge City Schools. The discount does not apply to the employee's dependents or to monthly memberships.									
Month to Annual Membership Promotions	Occasionally, the Recreation Center will offer promotions in which the user will receive one free month with the purchase of an annual membership paid for at the posted rates.									
Summa Rehab Discharge Discount	A \$50 discount will be offered off the cost of an annual membership for those being discharged from Summa Rehab at the Recreation Center. Available to those who have not had a valid TRC membership in the last 12 months.									
7 Day Free Trial	Free 7 consecutive day membership for those who have not had a valid TRC membership in the last 12 months. May be used once per person per lifetime.									
Insurance-Based Membership Programs	Memberships reimbursed through a member's insurance. Fees are reimbursed per visit according to contractual agreements. A minimum fee of \$3.20/visit and \$32/month cap will be received. Rates may increase through contractual negotiations but will not drop below minimum rates.									
Referral Rewards	Current members referring a new, paid annual membership will receive a \$50 Recreation Center Gift Card. Limit of 2 per member per calendar year.									

### Maca Aquatic Center Membership Rates

		Resident/Taxpayer		Non-Resident/Taxpayer	
		Ages 3-59	Ages 60+	Ages 3-59	Ages 60+
<b>Pre-season Membership Rates (Jan-1-May-15)</b> (Membership numbers based on number of people in household as defined below)	One Pass	\$ 100.00	\$ 55.00	<del>\$ 140.00</del> \$ 150.00	\$ 80.00
	Two Passes	\$ 150.00	\$ 75.00	<del>\$ 200.00</del> \$ 225.00	\$ 110.00
	Three Passes	\$ 180.00		<del>\$ 250.00</del> \$ 275.00	
	Four or More	<del>\$ 195.00</del> \$ 210.00		<del>\$ 290.00</del> \$ 325.00	
	Each Additional	\$ 30.00		\$ 50.00	
Ages 2 and under are included free of charge.					
TRC annual members receive a \$10.00 total per membership discount on Maca Pool membership					
		Resident/Taxpayer		Non-Resident/Taxpayer	
		Ages 3-59	Ages 60+	Ages 3-59	Ages 60+
<b>Regular Season Membership Rates (May 16 through end of season)</b> (Membership numbers based on number of people in household as defined below)	One Pass	<del>\$ 110.00</del>	<del>\$ 60.00</del>	<del>\$ 150.00</del>	<del>\$ 85.00</del>
	Two Passes	<del>\$ 165.00</del>	<del>\$ 80.00</del>	<del>\$ 215.00</del>	<del>\$ 115.00</del>
	Three Passes	<del>\$ 195.00</del>		<del>\$ 270.00</del>	
	Four or More	<del>\$ 210.00</del>		<del>\$ 315.00</del>	
	Ages 2 and under are included free of charge.				
TRC annual members receive a \$10.00 total discount on Maca Pool membership					

\*Sell by number of people residing at same household regardless of age or familial relationship instead of 2 parent/guardians and children under 18 residing at same address

\*Charge for all members, not just first 4

\*Second pass is added at 50% of first pass. All others are a flat additional rate of \$30/res, \$40/NR

\*TRC annual membership discount applied to each annual member purchasing a pass, not total HH

\*Eliminate the Regular Season rate and just have one rate for the entire summer. This will be easier for our staff and the members.

### Maca Aquatic Center Daily Admission Passes

	Resident/Taxpayer			Non-Resident/Taxpayer		
	Age 3-12	Age 13-59	Age 60+	Age 3-12	Age 13-59	Age 60+
Daily Admission Fees	<del>\$ 5.00</del>	<del>\$ 8.00</del>	<del>\$ 1.00</del>	<del>\$ 10.00</del>	<del>\$ 13.00</del>	<del>\$ 6.00</del>
Guest Pass Fees (must arrive with member)	Age 3-12 <del>\$ 5.00</del>	Age 13-59 <del>\$ 10.00</del>	Age 60+ <del>\$ 1.00</del>	All ages \$ 5.00	max 2 guests/member/day	
Daily Admission Fees for All	Age 3-12 \$ 10.00	Age 13-59 \$ 15.00	Age 60+ \$ 5.00	Regardless of residency		

\*Eliminate Res/NR rates for daily admissions and go to one set rate structure.

\*Will allow lines to move faster because no need to provide proof of residency

\*Will allow for online admission purchases

\*Residents still receive a discount on membership and more time to purchase them

\*TRC does not have a Res/NR rate for daily admissions

### Other Maca Pass Information

Member Guest Pass Special (if offered)	Maca members receive two (2) complimentary one-day guest passes (max of 6 per family)
Daily Admission Refund Passes	Complimentary one-day passes to be issued in lieu of cash refunds when situations arise
Tallmadge Marlins Swim Team Use	Tallmadge Marlins Swim Team is permitted customary use as approved by Superintendent
Extended Swim Days & Rates	Open limited hours the weekends between the end of the regular season and the Sunday

<b>Parks &amp; Recreation Department Facility Membership Definitions</b>	
Family	A family is defined as up to 2 adult parent/guardians and children residing at the same
Household (Maca)	All people residing at an address regardless of age or familial relationship.
Tallmadge Resident	Anyone living in or owning property in Tallmadge, paying Tallmadge City Income Tax or paying Tallmadge-Brimfield JEDD tax
Blue membership	Membership that includes use of basketball courts, soccer field, weight area, cardio machines, racquetball court and track.
Gold membership	Membership that includes everything in the blue membership plus group fitness classes and childcare.
Annual Paid In Full Membership	A 12-month commitment to joining the Recreation Center with fees paid at one time. Does not autorenew.
Annual EFT Membership	A 12-month commitment to the Recreation Center with fees deducted from a checking or savings account monthly. Does not autorenew.
Monthly Membership	A 30-day membership paid in full at time of purchase. Does not autorenew.
Adult	Any person ages 18-59
Child	Any person age 5-17 or those 18 and currently enrolled in high school. Ages 4 and under are included in parent's membership at no charge.
Senior	Any person ages 60 and older

Parks and Recreation Department Services				
Recreation Center Services				
Locker Rental	\$ 150.00 per year, annual members only			
Personal Training	1-session	5-sessions	10-sessions	Group Training
	<del>\$ 40.00</del>	<del>\$ 175.00</del>	<del>\$ 300.00</del>	<del>\$ 25.00 per person, min 2, max 4</del>

\*Personal Training will be moved to the Programming Grid that is approved by Governing Board and will be maintained according to the policies laid out for that document.

Maca Aquatic Center Services		
Swim Lessons	Pool Members	Non-Members
	<del>\$ 50.00</del>	<del>\$ 60.00</del>

\*Maca Swim Lessons will be moved to the programming grid that is approved by Governing Board and will be maintained according to the policies laid out for that document.

Parks & Recreation Department Advertising Opportunities			
TV Ads at Rec Center	\$ 1,000.00 per year	\$ 250.00 per quarter	\$ 100.00 per month
Pole Banners in Rec Center	\$ 500.00 per year		
Program Brochure Ads	Half page - inside	\$ 350.00 per issue	
	Half page - back cover	\$ 400.00 per issue	
	Quarter page - inside	\$ 175.00 per issue	
	Business card size	\$ 100.00 per issue	
T-Shirt Sponsorship	\$ 250.00		
	<i>*For all above - advertiser must provide ad artwork and banner (if applicable)</i>		
Outdoor Bricks	\$ 100.00 per brick		
Wall Plaque (small)	\$ 500.00 per plaque	Currently sold out	
Wall Plaque (large)	\$ 1,000.00 per plaque	Currently sold out	

Parks and Recreation Department Facility Rental Rates			
Tallmadge Rec Center Facilities			
	Off Season (June 1-Sept 30)	In Season (Oct 1-May 31)	
Batting Cage (over Court 4)	\$ 50.00 per hour	\$ 60.00 per hour	
Soccer Field	\$ 100.00 per hour	\$ 120.00 per hour	
Basketball Courts	\$ 50.00 per hour	\$ 60.00 per hour	
Set up fee (tables, chairs scoreboard)	\$ 10.00 per court per day		
Batting Cage (over shuffleboard area)	\$ 30.00 per hour		
Meeting or Aerobics Rooms	\$ 50.00 per hour		
Facility First Floor	\$ 1,000.00 4 hours exclusive use		
Racquetball Court	Free		

**Special Rental Rates of Tallmadge Recreation Center Facilities**

Teams registered and paid for Tallmadge Parks & Recreation Department sponsored leagues received 50% off court/field rental for team practices. This discount is in effect up to one month prior to the start of the league and ends when the season ends. All participants must be on the active roster. Reservations must be made by the team manager/coach. A detailed report of these discounts will be supplied to the Director of Public Service when requested.

Community based teams with a roster that consists of 60% or more of Tallmadge residents receive a 50% discount off court/field rental for practices, tryouts and games. This discount does not apply to court set up fees or field light usage.

Tallmadge Relay for Life permitted to use track, soccer field, basketball courts, multi-purpose room, south east parking lot and aerobics rooms once annually for the Tallmadge Relay for Life walk. Set up of areas may begin the day prior to the event. In exchange, Tallmadge Recreation Department is named a sponsor of the event.

Tallmadge Relay for Life permitted to use one basketball court for 2 hours once annually for Hoops for Hope fundraiser.

Tallmadge Chamber of Commerce permitted exclusive use of the track, soccer field, basketball courts, lobby, multi-purpose room and aerobics room once every other year for the Tallmadge Expo. Set up of these areas may begin the day prior to the event. This event is co-sponsored by the City of Tallmadge.

American Red Cross permitted to use the Tallmadge Recreation Center as a possible emergency shelter location free of charge when available/needed.

Organizations offering classes and trainings that benefit the Parks & Recreation Department, such as fitness instructor trainings, are permitted to use the facility at no cost in exchange for free enrollment for Recreation Center instructors, staff and/or members.

Per the use agreement with Tallmadge City Schools, School athletics are permitted use of up to three facility areas from 3 pm-6 pm, Monday through Friday free of charge. Schools will have exclusive use of these areas during these times.

**Maca Aquatic Center Facilities**

Maca Cabana Rental	\$ 30.00 day, open to members and non-members
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**Softball Fields (Lions Park and Howe Road)**

	Weekdays (Monday-Thursday)		Weekends (Friday-Sunday)	
Practice only (no lines or dragging or bases)	\$ 35.00	2 hours max	\$ 45.00	2 hours max
	\$ 45.00	3 hours max	\$ 55.00	3 hours max
	\$ 55.00	4 hours max	\$ 65.00	4 hours max
Game day	\$ 75.00	4 hours max	\$ 85.00	4 hours max
All day rentals	\$ 150.00 Sunday through Saturday			
Lights (if applicable)	\$ 35.00 Sunday through Saturday			

**North Avenue Soccer Field Rental Rates**

Soccer Field Rental Rates	\$ 30.00 per field/per hour	\$ 140.00 per field/per day
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**Outdoor Field Rental Special Rates and Considerations**

Tournament Maint Fee (starts 7/1/21)	\$ 50.00 per day, up to 2 fields	\$ 150.00 per day, 3 or more fields
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*\*Tournament Maintenance Fee applies to all city-owned fields, including those used by Little League, TUSC and SUSA*

Teams registered and paid for Tallmadge Parks & Recreation Department sponsored leagues received 50% off court/field rental for team practices. This discount is in effect up to one month prior to the start of the league and ends when the season ends. All participants must be on the active roster. Reservations must be made by the team manager/coach. A detailed report of these discounts will be supplied to the Director of Public Service when requested.

Community based teams with a roster that consists of 60% or more of Tallmadge residents receive a 50% discount off court/field rental for practices, tryouts and games. This discount does not apply to court set up fees or field light usage.

Tallmadge Little League is permitted free use of Indian Hills, Kent, Maca & Washburn baseball fields and other usage per lease agreement

TUSC and SUSA are permitted to use the North Avenue Soccer Fields at no charge for practices and games

Community Center						
	Mon-Thurs 12 pm-5 pm	Mon-Thurs 6 pm-11 pm	Friday 6 pm-12 am	Fri-Sun 12 pm-12 am	Holiday 12 pm-12 am	Optional Cleaning Fee
Hall A (includes Kitchen)	\$ 150.00	\$ 200.00	\$ 300.00	\$ 400.00	\$ 400.00	\$ 150.00
Hall B (no kitchen)	\$ 100.00	\$ 150.00	\$ 200.00	\$ 300.00	\$ 300.00	\$ 100.00
Full Hall (A & B with kitchen)	\$ 200.00	\$ 250.00	\$ 450.00	\$ 600.00	\$ 600.00	\$ 200.00
Conference Room	\$ 35.00 Any day of the week, 2 hours of use for Tallmadge non-profit groups					
Early Entry	\$ 50.00 hour		\$ 100.00 Enter Friday at 2 for weekend event			

Community Center Rental Special Considerations	
Tallmadge-based non-profit charitable groups	Receive 30% off rental fee
Tallmadge-based for-profit groups	Receive 20% discount off rental fee for seminars and workshops
Tallmadge Chamber of Commerce	Free use of full hall and conference room once/month for meetings Free use Memorial Day Weekend for Pancake Breakfast and the first weekend in December for Santa Visit
Board of Elections	Free use of full hall for training and for scheduled elections
Line Dancing Class	Receive use of hall B on Mon/Wed mornings and Thurs nights for \$30/hour
Parkinsons Group	Use of conference room all day for \$35 four times/year Use of full hall for April Symposium for \$420
Good Neighbors of Tallmadge	Free use of full hall for 3 days in December for food give out
Steere Enterprises	Use of full hall for annual Christmas luncheon for \$480 with no security deposit
Tallmadge Board of Education	Free use of full hall 5 days/year for AP testing
Faithful Servants	Free use of full hall once/year if available

Ritchie Shelter House										
	Mon-Thurs 11 am-5 pm or 6 pm-11 pm		Mon-Thurs All Day 11 am-11 pm		Friday 11 am-5 pm or 6 pm-11 pm		Fri-Sun All Day 12 pm-11 pm		Holiday All Day 12 pm-11 pm	
Standard Rental Fee	<del>\$ 75.00</del>	\$ 125.00	<del>\$ 100.00</del>	\$ 150.00	<del>\$ 100.00</del>	\$ 150.00	<del>\$ 150.00</del>	\$ 200.00	<del>\$ 150.00</del>	\$ 200.00
Approved non-profit organization rental	<del>\$ 30.00</del>	\$ 55.00	n/a		<del>\$ 40.00</del>	\$ 65.00	<del>\$ 50.00</del>	\$ 75.00	<del>\$ 50.00</del>	\$ 75.00
OPTIONAL Setup/Teardown/Cleaning fee	\$ 100.00 for post-event clean up									
Early Entry fee (hourly)	\$ 30.00 per hour to enter early for setup, etc.									

Ritchie Shelter House Additional Rental Considerations	
American Legion is permitted use once a month at no charge when available.	
Busy Sunshine group may use for quilting at no charge when available.	
Tallmadge Little League is permitted use once a month at no charge when available.	
American Red Cross is permitted free use for weekday blood drives, several times/year if Lions is unavailable.	
Living Church of God is permitted use for \$100/Saturdays when Lions is not available (up to 6 times/year)	

First Congregational Church on the Circle		
	April-October	November-March
Wedding Rental <i>Includes 1.5 hours for rehearsal day prior and 3.5 hours day of wedding</i>	\$ 500.00 per event	\$ 650.00 per event
Funeral and/or Baptisms Rental <i>Includes 3 hour use day of event</i>	\$ 300.00 per event	\$ 450.00 per event
Early Entry	\$ 100.00 per hour	\$ 100.00 per hour
Use of restrooms in Old Town Hall	\$ 25.00 per event	\$ 25.00 per event



Outdoor Pavilion Rentals	
	May-September
Lions Park Norris Pavilion /All Maca Park Pavilions	\$ 70.00 per day
Lions Park Mazzeferro, Howe Road & Memorial Park Pavilions	\$ 60.00 per day
Outdoor Pavilion Special Rental Considerations	
Tallmadge Little League	Free use of 2 pavilions for State Tournaments

**Tallmadge Parks and Recreation Department Donation Requests**

Donations may be made to “qualified groups” by written request to the Tallmadge Parks & Recreation Superintendent for approval. A “qualified group” is a nonprofit group based in Tallmadge and/or serving Tallmadge residents, a sporting or fraternal organization based in Tallmadge, or a group organizing a charitable event for the direct benefit of a Tallmadge resident(s). Donations will consist of one Blue Month Membership, a water bottle, a shirt or other miscellaneous items if in stock, and will be limited to a \$50 total monetary value. Donations will be limited to one package per organization per calendar year. Monthly reports will be provided to the Governing Board.

**All other adult and youth programs, leagues, tournaments, camps, events and other programs (Program Grid)**

Tallmadge City Council hereby authorizes the Director of Public Service, upon recommendation of the Manager of Parks and Recreation and within the limitations of the current year budget as authorized by Council, to approve the implementation of all Parks and Recreation Department adult and children's programs, leagues, tournaments, camps and special events and the associated user fees and charges subject to the approval of the Director of Finance, Director of Law and Governing Board. A current list of all such approved fees and charges shall be

**Tallmadge Parks and Recreation Department Refund Policies**

If a program is canceled by the Tallmadge Parks and Recreation Department, all participants will receive a full refund.

The Tallmadge Parks and Recreation Department has a limited refund policy for all memberships, programs, leagues and facilities. All refund requests must be submitted in writing to the Parks and Recreation Superintendent and must include the reason for the request. All requests will be reviewed on a case-by-case basis and fees may be assessed per the guidelines below. Fees may be waived in the case of extenuating circumstances at the discretion of the Parks and Recreation Superintendent.

**For all membership and program refund requests, fees will be waived if the request is made due to:**

- \*Medical reason with proper documentation from a physician
- \*The individual has moved more than 30 minutes away with documentation of new address

**TRC memberships:** Requests for cancellations for reasons other than distance or medical will be granted on a case-by-case basis for annual memberships only. These requests will be assessed a fee equivalent to the price difference between an annual membership and a monthly membership for the months elapsed from the purchase date.

*Annual EFT Memberships will automatically renew at the current annual rate. Members must request cancellation of their membership to stop billing. Requests to cancel received more than 30 days after the renewal date will be assessed cancellation fees as listed below. Cancellations requested more than 270 days after the renewal date will not be permitted.*

31-90 days after renewal date	\$	30.00	per membership
91-180 days after renewal date	\$	60.00	per membership
181-270 days after renewal date	\$	90.00	per membership

**Maca memberships:** Requests for cancellations for reasons other than distance or medical will be granted on a case-by-case basis and will be assessed a fee equivalent to the daily admission rate for the days used or 10% of the membership cost, whichever is greater.

**Activities and programs:** Requests for cancellation received more than one (1) week in advance will not be assessed a fee. Requests received less than one week prior to the start of the program for reasons other than medical or distance, may be assessed a fee of \$5 or 10% of the program cost, whichever is greater.

**Leagues:** Requests for cancellation after the league schedule has been made will only be granted if another team is found to take the spot. All refund requests may be assessed a 10% cancellation fee.

**Facility Rentals:** Facility refund requests will be assessed cancellation fees per the terms of the rental agreement. For rentals without a signed rental agreement, cancellation requests will be granted on a case-by-case basis for any request made more than one (1) week in advance. Efforts will be made to reschedule the rental if possible. If the rental cannot be rescheduled, a cancellation fee of 10% may be assessed.