

Since Girl Scouts of Kentuckiana has several types of reservations/registrations, this Cancellation/Refund standard has a section for each type.

ACTIVITY REGISTRATIONS - (Program and Training Events)

- Activity registrations may be cancelled up to **7 days** from the beginning date of the activity for a full refund. No additional notification will be given for this date.
- For Activity registrations that are cancelled within **7 days** of the beginning date of the activity, no refund or rescheduling is available

To cancel an Activity registration: Send an email containing the activity details to: events@gskentuckiana.org

Please note: Reserving High Ropes/Teams Course, Boats, Archery and Waterfront is considered an **Activity** registration even if it is booked through the property reservation system.

FACILITY RESERVATIONS – (PLC, CAMP & CAMP EQUIPMENT)

The Facility cancellation standard is intended to promote utilization of our camp resources. Since our volunteers, families and girls are busy people who cannot readily change their plans, a late cancellation greatly increases the likelihood of a camp property going unused. Make your plans and reservations carefully so that others may have as many camp opportunities as possible.

- Facility reservations may be cancelled up to **45 days** from the beginning date of the reservation for a full refund. No additional notification will be given for this date.
- Facility reservations that are cancelled **15-44 days** prior to the beginning date of the reservation may reschedule to a same or lower cost facility, one-time to a different date or location.
- For Facility reservations that are cancelled within **14 days** of the beginning of the reservation, no refund or rescheduling is available.

To cancel a Facility reservation: Send an email containing your reservation number, located in the top left hand corner of your receipt, to campcancellations@gskentuckiana.org.

Any payment made for a reservation/registration cancelled by Girl Scouts of Kentuckiana will be fully refunded.

Girl Scouts of Kentuckiana Program & Learning Centers				
Caveland PLC 901 Lehman Ave., Ste. 7 Bowling Green, KY 42101	Heartland PLC 200 Sycamore St., Ste. 134 Elizabethtown, KY 42701	Metro Louisville PLC 2115 Lexington Rd. Louisville, KY 40206	Pennyroyal PLC 3095 Girl Scout Rd Utica, KY 42376	Bear Creek PLC 711 Jefferson St. Paducah, KY 42001