

Refund / Credit Policy Acknowledgment Form

IMPORTANT: NFMSS DOES NOT ISSUE REFUNDS. When permitted by this policy, NFMSS may credit the school toward a future NFMSS event of the same or lesser value. If the school chooses a future event with a greater value, the school is responsible for paying the difference. Unused balances are not refunded unless NFMSS approves otherwise in writing.

1 School and Event Information

SCHOOL NAME

SCHOOL DISTRICT / NETWORK

SCHOOL ADDRESS

CITY / STATE / ZIP

CONTACT EMAIL

PRINCIPAL / AUTHORIZED ADMINISTRATOR

ATHLETIC DIRECTOR

CONTACT PHONE

NFMSS EVENT / PROGRAM NAME

SPORT / TEAM

EVENT DATE(S)

AMOUNT PAID

INVOICE / RECEIPT NUMBER

2 Purpose of This Acknowledgment

This Refund / Credit Policy Acknowledgment Form confirms that the school, team, administrator, Athletic Director, coach, parent/guardian, payer, or authorized representative understands and agrees to the NFMSS refund and credit policy before submitting payment for membership, event registration, championship participation, team entry, vendor participation, or other NFMSS-related fees.

3**No Refund Policy**

- I understand and acknowledge that NFMSS does not issue refunds for school memberships, team registrations, event registrations, championship fees, vendor fees, sponsorship-related fees, or other payments unless NFMSS provides a written exception signed by authorized leadership.
- I understand that payment submission does not guarantee a refund if the school, team, coach, athlete, parent/guardian, or representative withdraws, cancels, misses deadlines, fails to appear, is disqualified, is suspended, violates policy, or becomes ineligible.
- I understand that NFMSS may incur expenses before an event begins, including but not limited to venue rental, insurance, officials, staffing, awards, technology, media, marketing, administration, and event operations.

4**School Credit Toward a Future Event**

When a credit is approved, NFMSS may credit the school toward a future NFMSS event of the same or lesser value. The credit is not a cash refund. A credit may be applied only as approved by NFMSS and only toward eligible NFMSS events, programs, or participation opportunities.

- I understand that an approved credit may be applied toward a future event of the same or lesser value.
- I understand that if the future event is greater in value, the school must pay the difference before participation is confirmed.
- I understand that if the future event is lesser in value, the remaining balance will not be refunded unless NFMSS approves otherwise in writing.
- I understand that credits may not be sold, assigned, transferred to another school, or used by another organization unless NFMSS approves the transfer in writing.

5**Credit Request Requirements**

To request a credit, the school or authorized representative should submit written notice to NFMSS as early as possible and include the school name, event name, sport, payment amount, reason for cancellation/withdrawal, and requested future event.

- I understand that credit requests must be submitted in writing to NFMSS.
- I understand that NFMSS may deny or limit credit requests submitted late, submitted after event deadlines, submitted after schedules/brackets are finalized, or submitted after event expenses have already been committed.
- I understand that NFMSS may require supporting documentation when the credit request is based on emergency circumstances, school closure, weather impact, health/safety issue, or other special situation.

6**Event Cancellation, Rescheduling, or Force Majeure**

If NFMSS cancels, postpones, relocates, or reschedules an event due to weather, facility issues, safety concerns, low participation, emergency circumstances, public health concerns, acts of God, government action, or other circumstances outside NFMSS control, NFMSS may provide a credit, rescheduled event opportunity, substitute event, or other remedy determined by NFMSS in writing.

- I understand that weather, venue changes, emergency circumstances, or schedule changes may occur and do not automatically create a cash refund.
- I understand that NFMSS may apply payments to a rescheduled event or future event when appropriate.

7 Membership and Event Fees

This policy may apply to the following payment categories, unless a separate written agreement states otherwise:

- School membership fees
- Single sport membership or team registration fees
- All-sports school membership fees
- State championship participation fees
- National championship participation fees
- Showcase, combine, camp, clinic, jamboree, or tournament fees
- Vendor fees, booth fees, and related event fees
- Administrative, processing, or late fees

8 Non-Credit Situations

NFMSS may deny credits in situations including, but not limited to:

- Failure to appear at an event without written notice
- Violation of NFMSS rules, eligibility standards, safety policies, or codes of conduct
- Disqualification, suspension, or removal from an event
- Failure to submit required rosters, waivers, consent forms, medical forms, or eligibility documents by deadline
- Failure to pay remaining balances, late fees, or required event charges
- Withdrawal after brackets, schedules, staffing, venue costs, awards, officials, or event logistics have been finalized
- Misrepresentation of school, team, athlete, roster, eligibility, or payment information

9 Administrative Fees and Processing Costs

NFMSS may retain administrative fees, processing fees, transaction fees, late fees, technology fees, staffing costs, committed venue costs, or other unrecoverable expenses when evaluating any credit request. Any approved credit amount is determined by NFMSS in its discretion unless a separate written agreement states otherwise.

10 Expiration of Credit

Unless otherwise approved in writing by NFMSS, an approved credit must be used within twelve (12) months from the original event date or payment date, whichever NFMSS determines applies. Expired credits have no cash value.

- I understand that credits may expire if not used within the approved credit period.

11 Acknowledgment of Understanding

- I have read and understand that NFMSS does not issue refunds.
- I understand that approved credits may be applied only toward a future NFMSS event of the same or lesser value, unless NFMSS approves otherwise in writing.
- I understand that a credit is not cash, has no cash value, and may be subject to deadlines, eligibility requirements, and NFMSS approval.
- I understand that NFMSS may deny, reduce, limit, or expire a credit request based on timing, event costs, policy violations, or other circumstances.

12 Authorized Signature

By signing below, I certify that I am authorized to acknowledge this policy on behalf of the school, team, or payer identified above, and that I understand and agree to the NFMSS Refund / Credit Policy.

AUTHORIZED REPRESENTATIVE PRINTED NAME

TITLE / ROLE

SCHOOL / ORGANIZATION

EMAIL

PHONE

SIGNATURE

DATE

SECTION 13 — NFMSS INTERNAL USE ONLY — DO NOT DISTRIBUTE

CREDIT REQUEST RECEIVED BY

DATE RECEIVED

ORIGINAL PAYMENT AMOUNT

APPROVED CREDIT AMOUNT

FUTURE EVENT APPROVED FOR CREDIT

CREDIT EXPIRATION DATE

NFMSS APPROVAL SIGNATURE

DATE

NOTES

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