

# WA TEACHERS' GAMES

## REFUND POLICY

### RATIONALE

The aim of this policy is to provide an outline of the participant withdrawal, refund and transfer of registration process and procedures for the WA Teachers' Games (WATG).

### **The WATG Registration Fee is non-refundable.**

By accepting the [Terms & Conditions](#) in registering for WATG, participants accept that financial commitments, planning, and other related commitments are made by the organiser under the expectation of their planned participation. Therefore, it is accepted through registration into the WATG that refunds for withdrawal are not possible in all circumstances due to such commitments and expectations created after the point of registration.

### REFUNDS & WITHDRAWALS

Request for a refund may be considered and processed at the discretion of the organiser for instances of personal injury, illness or family caring responsibilities due to the illness of or passing of an immediate family member, or due to a compulsory school activity that results in an individual no longer being able to attend desired WATG activities, subject to the following conditions:-

1. All requests for refund must be submitted by email to the [WATG Manager](#) no later than 11:59pm at the conclusion of the final registration date as advertised on the WATG website
2. Supporting documentation **MUST** be submitted with the written refund request (e.g. medical certificate, principal letter)
3. All requests for refund will be assessed and if deemed eligible the participant may be granted a refund of event fees paid, excluding the WATG registration fee.
4. All participants applying for a refund will be advised in writing of the outcome of their request.
5. Requests for refund received after the registration period will not be considered under any circumstances unless the organiser is required to provide a refund or payment by law.
6. Refunds will not be granted or considered for participants who have changed their mind and simply no longer want to compete.

7. If a participant withdraws and this results in an entire team being withdrawn due to minimum numbers not reached, the team members will not receive a refund of their event fees. Every effort must be made to find additional participants.
8. If an event is cancelled in line with the [WATG Rules & Regulations](#), and a participant is only registered for the cancelled event, a full refund will be issued to eligible participants.
9. Where a participant is not eligible for a refund of event fees, a request to transfer fees and registration to a replacement participant may be made. Please refer to 'transfer of registration fees' below.

## **TRANSFER OF REGISTRATION FEES**

Requests may be made to transfer registration fees paid from one withdrawing participant to a replacement participant.

1. All requests for transfer must be submitted in writing (email) to the [WATG Event team](#) by 11:59pm on the date advised on the WATG Website.
2. Personal information for the replacement participant must be submitted at the time of transfer request, who will then need to complete registration as per any standard participant. The original participant's registration will be withdrawn at this time.
3. All participants applying for a transfer will be advised in writing of the outcome of their request; which is subject to event entry requirements.
4. All transfer requests are approved at the discretion of the organiser.
5. WATG takes no responsibility for the exchanging of fees between event entrants who are successful with a transfer request (this is the sole responsibility of the participants involved in the transfer).

## **RELEVANT POLICIES**

- [WATG Terms & Conditions](#)
- [WATG Official Rules & Regulations](#)