



# DOG OBEDIENCE CLUBS OF FLORIDA



DOCOF

## Standard Operating Procedure

Title	Refund of Entry Fee				
Number	15002	Date Approved	9/15/15	Date Active	9/15/15
Rescinds		Review Date		Pages	1
<b>Purpose</b> To provide a methodology for handling requests for the return of entry fees when requested.					
<b>Policy</b> Will DOCOF will endeavor to be as accommodating as possible when a handler experiences an emergency or loss of family or dog prior to the tournament. Typically however, DOCOF will be not refund entry fees.					
<b>Practice</b> Unlike regular events where-in a single dog is entered, dogs at the Annual Tournament are entered as part of a team. In the event that the team for whom the refund is requested is on the primary (first) team, refunding the money will result in that (the primary) team having fewer dogs than required for a full team. This may result in the second team being ineligible since the rules require a full team be filled prior to a second team being entered.  In extreme circumstances, the Board of Trustees may vote to refund the entry for an exhibitor. The team must be advised that this may impact their ability to field a second team. Generally however, DOCOF will not refund entry fees.					