

Spring 2009

Ocee Park Babe Ruth League Spring 2009 Baseball/Softball Program Withdrawal Instructions



Contact: Ocee Park Player Agent (playeragent@OceePark.com)
Contact: Ocee Park Registrar (registrar@OceePark.com)

The deadline for withdrawal from the Spring 2009 program in order to receive a refund is **Friday, January 9th, at 5pm (EST)**. In order to withdraw from the program and be eligible for a refund, you must follow these procedures:

1. You must send an email to withdraw@oceepark.com with the keyword **Withdrawal** in the subject line. Withdrawals **must** be requested via email. Ocee Park Babe Ruth League does not have an office nor does it publish phone numbers for officers so withdrawals will not be accepted through any means other than email.
2. Your refund request must be received prior to Friday, January 9th at 5pm.
3. You must identify the player's name and age in the email.
4. You must receive an auto-response email from the Ocee Park email system. Keep this email receipt as time/date verification for your withdrawal request.
5. You must receive a return email acknowledgement from the Registrar confirming the withdrawal. If you do not receive an acknowledgement, the player in question is still registered and you are not entitled to a refund. You should receive an email from the Registrar within 48 hours – if not, re-send your request with the original withdrawal request to validate the date/time of your request,

All approved withdrawals that meet the above criteria will be refunded the amount of player registration minus a \$25 administrative fee (this covers Active.com and OPAA costs associated with the registration). For tee ball, refunds will be issued in the amount of \$150 and for baseball and softball, refunds will be issued for \$185. All refunds will be **made by check** from OPAA and mailed to the registration address on file for the withdrawn player unless requested otherwise. Refunds can not be credited to the credit card used for registration since Active.com processes credit card payments and remits the payments to OPAA. OPAA is not able to issue credits and Active.com is not involved in the transaction any longer once you have completed the registration process.

Refund checks from OPAA are sent twice a month on the 15th and 30th of each month. No refund checks will be issued prior to December 15th as a result of the Active.com payment cycle to OPAA for processed credit card transactions.

Notes: Do not mail withdrawal requests via the US Postal Service to the field address or to the OPAA post office box. Withdrawals will **only** be processed via email. You may contact the Registrar (registrar@oceepark.com) if you have questions on player withdrawal not covered in this document.

Refunds will not be issued for player withdrawals after January 9th at 5pm (EST) without a valid medical reason (player unable to participate due to injury).