

# Memo



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SUBJECT ▷	Cycling NSW Refund Policy
TO ▷	Cycling NSW Racing Members
FROM ▷	Cycling NSW Events Team
DATE ▷	27 <sup>th</sup> May, 2016

Dear Members,

The Cycling NSW Events Team would like to provide members with their stance regarding the refund policy for Road and Track events for 2016 and beyond. The excerpt below will be present in all confirmation emails sent to competitors upon entry into their selected event:

**Race Withdrawal/Refund Policy:**

- Any rider (entered into a Cycling NSW event or promoted event) who wishes to receive an entry refund must contact Cycling NSW more than 8 days prior to the event. Any refund issued will be subject to a \$4 administration fee. All refund requests should be sent to [nsw.entries@cyclimg.org.au](mailto:nsw.entries@cyclimg.org.au). Any rider seeking a refund within 8 days on an event must submit a doctor's certificate.
- Cycling NSW pays out the entry fees to the host club on the Thursday prior to the event and as such is unable to give riders refunds if they withdraw after that time. Riders who wish to apply for a refund after this date need to apply directly to the host club.

The Cycling NSW team wishes all riders enjoyable, safe and exciting racing.

Kind regards,

Cycling NSW Events Team