

## **DZIMC Residential Retreat Refund Policy, 12-4-15**

This policy has been developed to provide guidance on the refunding of retreat deposits and registration fees.

The following points provide some background information:

- DZIMC's standard policy regarding deposits paid for residential retreats is that they are not refundable if the person who has registered for the retreat cancels their registration.
- Sometimes a person who has registered for a retreat and paid the full retreat fee does not attend the retreat or has to leave the retreat early due to medical or other unexpected circumstances.
- DZIMC does not organize residential retreats to make money. We organize them to make the Dharma and teachings available to as many people as possible.
- Some retreats take in more in registration fees than the retreat costs (i.e. have a surplus) and some cost more than the retreat receives in registration fees (i.e. have a deficit).
- DZIMC needs to keep some financial cushion from the retreats that make a surplus to subsidize those that have a deficit.

Keeping in mind the above points the DZIMC board has adopted a residential retreat refund policy as follows:

- Deposits and/or payments from retreatants who do not attend the retreat or who leave early due to unexpected circumstances may be refunded on a case by case basis at the discretion of the board. The board will take into consideration the overall financial status of DZIMC, whether or not the retreat venue charges in full for retreatants who do not attend or who leave before the end of the retreat, and whether or not the retreat fees cover the cost of the retreat in making their decision.

Adopted by DZIMC Board Resolution on December 4, 2015