**FREEDOM ARMORY COURSE CANCELLATION / RESCHEDULE POLICY**

**Cancellation or Reschedule** of a course reservation **MUST occur at least ONE WEEK BEFORE the reserved course date for a refund of the course fee.** If notification is received **less than one week before the course reservation, the full course fee is forfeited regardless of reason.**

**I acknowledge and agree that forfeiture of course payment will occur even if cancellation /reschedule is necessary due to a communicable illness, death of a family member, or other emergency situation, and I will not endanger other participants, Freedom Armory Instructors, or staff by attempting to attend the course if ill.**

**NO EXCEPTIONS WILL BE CONSIDERED.**

**Reserved Course Date \_\_\_\_\_\_\_\_\_\_\_\_. To receive a refund of this reservation**,Cancellation/ Reschedule notification **MUST be received by \_\_\_\_\_\_\_\_\_\_\_\_\_.**

To ensure notification is received, please contact Freedom Armory by **phone, 717.227.9060 AND by email,** [**training@freedomarmory.com**](mailto:training@freedomarmory.com) **.**  The date and time of the notification will be considered the date and time of cancellation or reschedule. If payment included a firearm rental, the rental fee would be refunded. Payment for ammunition purchased for use in a course would be refunded **ONLY** **if the ammunition remained in Freedom Armory’s possession.**

Freedom Armory may cancel a course at any time and would provide participants the opportunity to reschedule on a date provided by Freedom Armory that is suitable to their schedule without loss of payment or provide a refund of their course payment as described above.

I have read this policy and acknowledge that I understand, agree, and will comply with it.

Course Participant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

Freedom Armory Employee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

03/29/2022