



**COLUMBUS RECREATION AND PARKS
PERMIT AND RENTAL SERVICES SECTION
COLEMAN'S POINTE CANCELLATION POLICY**

Any cancellation requested a minimum of 30 calendar days or more prior to the event date will result in a cancellation fee equal to 50% of the total permit fee. Any cancellation requested with less than 30 calendar days prior to the event date will result in a cancellation fee of 100% of the total permit fee. All cancellations must be requested Monday through Friday, excluding all City Holidays, between the hours of 8:00am and 4:00pm.

NO REFUNDS WILL BE ISSUED DUE TO UNFAVORABLE WEATHER CONDITIONS.

Changes to your original permit will require a \$25.00 fee, per change. Changes may not be considered with less than 15 calendar days prior to the event.

If you have any questions or concerns about the rules, cancellation policy, or require any additional information in regards to your rental, please contact the Permit and Rental Services Section (614-645-3337) prior to your scheduled event (Monday through Friday 8:00AM to 4:00PM).

***This Policy is Subject to Change Without Notice*