

### **Privacy Policy**

The Fanwood Recreation Department does not collect personally-identifying information about a user except for information that is voluntarily provided to us so that we can serve the user's needs and for legitimate registration purposes. For example, when the user completes an online registration, we need to retain certain personally-identifying information on the Site in order to respond to the registration. A user's personally-identifying information (voluntarily submitted in connection with an online registration) will be treated confidentially and will not be shared with third parties.

### **Refund Policy**

A request for a program refund may be made up until three (3) days before the second session of a program and emailed to [fanwoodrec@gmail.com](mailto:fanwoodrec@gmail.com) or mailed to Fanwood Recreation Department, 75 Martine Avenue North, Fanwood, NJ 07023. (This policy does not apply to summer programs and camps.) Please include your name, address, email address or phone #, name of registrant if different than yours, and name of program. A \$10 processing fee will be deducted from each refund request.

In the event that a program is cancelled due to lack of enrollment or for any other reason, a full refund will be granted.

Please allow approximately 4 to 6 weeks to receive a refund.

### **Security Policy**

Your payment and personal information is always safe. Our Secure Sockets Layer (SSL) software is the industry standard and among the best software available today for secure commerce transactions. It encrypts all of your personal information, including credit card number, name, and address, so that it cannot be read over the internet.

### **Customer Service**

For questions, please contact the Fanwood Recreation Department at 908-370-7092 or via email at [fanwoodrec@gmail.com](mailto:fanwoodrec@gmail.com)