



San Mateo AYSO – Refund Request Form – Fall 2019

We understand that plans can change. If your child will not be playing, please inform us as soon as possible to allow us to balance teams and place children currently on the waitlist.

Step 1: Withdraw your child from the league:

Player withdrawal requests must be sent by e-mail: registrar@aysosm.org

Please include the following information in your message:

- Child's Name, and Birth Date
- Parent's Name, Phone Number
- Coach Name (if known)

Step 2: Request a refund:

A refund of the registration fees may be requested. Refunds are available if player has not practiced with the team and the uniform (if issued) has been returned to the coach.

Please make your request by August 16th in order to receive a fund. No refunds will be issued after this date.

Please note, there is a \$25 administrative fee to process your refund (this includes the National AYSO non-refundable fee)

You may direct your refund to the AYSO scholarship fund if you desire. This fund is used by San Mateo AYSO to support families who cannot afford to register their kids to play on a team. Contributions are tax deductible and a receipt will be provided for tax purposes. (AYSO is a 501(c)(3) not-for-profit organization.)

I'd like to donate to the San Mateo AYSO Player Scholarship Fund THANK YOU!

Please send my refund to the address below.

Player's name: _____

Player's Birthdate: _____ Gender: _____

Parent/Guardian Name: _____

Address: _____

City/State/Zip: _____

Reason for requesting Refund: _____

Parent/ Guardian signature: _____ Date: _____

Return this form either by mail:

AYSO Region 36, Attn: Refunds
PO Box 5316
San Mateo, CA 94402

Or by e-mail with signed form attached: registrar@aysosm.org

Please send your completed and signed refund request A.S.A.P. Refunds cannot be processed until the signed form has been received. Please allow 3-4 weeks for processing.

Thank you for choosing AYSO and we hope to see you next year! **The San Mateo AYSO Board**