

**Letter of Intent to Resign**

Dear Parent;

In order to receive a refund we must received a letter of intent to resign. Please fill out the bottom half of this form in order for NVLL to process the player’s resignation. The refund will be base on our refund policy.

**Refund Policy of the Registration Fee**

The registration fee is a donation towards the operation of NVLL. All other donations collected from fundraisers, sponsorships, etc...are not refundable. In order to receive a refund of the registration fee, the parent/guardian of a player must submit a letter to the Board requesting a refund and stating the reason why the player is resigning. No refunds will be processed without this letter. Amount of refund will be based on the following situations. A player who resigns, quits, dropped or is injured...

- Prior to the beginning of the regular playing season but before uniform is issued, a \$25 administrative fee will be charged and the remaining balance will be refunded.
- After the uniform have been issued and prior to the beginning of the regular playing season, 50% of the registration fee will be refunded.
- No refund of the registration fee will be refunded after the playing season has begun.

Please fill out this form and mail back to: North Valley Little League, P.O. Box 612653, San Jose, CA 95161-8412.

Thank You,  
North Valley Little League

Player(s) Name: \_\_\_\_\_

Check payable to: \_\_\_\_\_

Mail Check to: \_\_\_\_\_

Reason for Resigning: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_ Parent or Guardian Signature

This portion to be filled out by North Valley Little League.

Date received by NVLL: \_\_\_\_\_ Amount Refundable: \_\_\_\_\_

President Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Treasurer: Check # \_\_\_\_\_ Date Mailed: \_\_\_\_\_ Init: \_\_\_\_\_

Player Agent action: \_\_\_\_\_

\_\_\_\_\_ Init: \_\_\_\_\_

(File completed form with player's record.)