

Facility/Park Rental Refund Policy

Our mission is to be good stewards of Albany's parks and facilities. Occasionally, we may need to cancel a rental reservation. In the event the department cancels a facility or park reservation, a full refund will be offered.

Parks, Shelter, ACP, and COOL! Rentals

All fees and deposits are due at the time of reservation. If a renter decides for any reason to cancel more than 30 days prior to the rental, a full refund will be given, less a \$25 processing fee. Cancellations made less than 30 days before the rental will result in a forfeit of the rental fees, however, deposits paid will be returned. If another renter is found, fees and deposits paid will be returned, less a \$25 processing fee. Permit (alcohol, sound, etc.) fees are non-refundable.

Rental fees and deposits may not be transferred to another date or facility.

Tournament Rentals

All deposits are due at the time of reservation. Rental fees are due 30 days prior to the date of rental. If a renter decides for any reason to cancel more than 30 days prior to the rental, a full refund of paid rental fees will be made, less the deposit. Cancellations made less than 30 days before the rental will result in a forfeit of the rental fees, however, deposits paid will be returned. Permit (alcohol, sound, etc.) fees are non-refundable.

Rental fees and deposits may not be transferred to another date or facility.