

**EFFECTIVE MARCH 16, 2020**  
**Temporary Refund and Class Registration Policy**

Based on the COVID-19 protocol, the Parks and Recreation Director has authorized the following revised refund policy for building and park use permits and guidance on recreation classes and sports leagues. As the response to this crisis continues to evolve, the Department will re-evaluate these policies.

**Park and Building Use Permits**

A full refund (less the 3% processing fee) may be granted for cancellations for events occurring between March 1 and April 6.

\*League use of sports fields – After restrictions are lifted, seasonal reservations may be extended (when possible) to accommodate the sports groups ability to resume play.

**Recreation Classes**

The Department anticipates that classes and sports leagues will resume in three (3) weeks and the Spring session will be extended to make up classes. This policy will be re-evaluated if the closure date is extended.

**Refund Process**

During the closure, an [application for refund](#) may be completed and submitted to SDPR Ask Parks [askparks@sandiego.gov](mailto:askparks@sandiego.gov).