

**CREDIT CARD POLICY**  
**INDEPENDENCE TOWNSHIP PARKS & RECREATION DEPARTMENT**

Credit and debit cards will be accepted from walk-in customers, mail-in, drop box, fax-in and most over the phone registrations. For activities where a medical form is required, we will be unable to accept registration by phone. These activities include:

- Youth Soccer (Spring and Fall)
- Youth Baseball/Softball
- Inline Hockey
- Spring Break Camp
- Finish & Fun
- Pre-School Camp
- Hershey Track
- Day Camp\*\* (including Oakland County Parks & Rec)

\*\*Once the initial registration and medical form have been submitted, additional weeks may be added using credit card payment.

Registrations will be processed in the following order of priority:

- Walk In's
- Phone
- Faxes, mail and drop box registrations will be processed at the end of each business day, provided we have all the correct information.

Walk in registrations will receive a receipt when the transaction is finished. All other registrations should consider their cancelled check or credit card statement as their receipt.

Credit cards will only be accepted in our office. They will **not** be accepted at our Parks, including any special events, Day Camp Before/After Care, Concessions, general Senior Center activities or any drop in recreational activities. We anticipate accepting Senior Center travel registrations and payment in our office.

All facility rentals must be done in person. Credit card payments will be accepted for the rental fee, however deposits must still be in check form.

Customer's credit card information will not be kept on file. Customers will be asked to give their card number each time they register. All credit card receipts will be destroyed after refund deadlines.

Gold certificates can only be used in conjunction with credit card payments in the following form: walk-in, mail-in and drop box registrations. We will not accept gold certificates via phone or fax.

If a customer pays with credit card, they receive their refund via credit card. Credit card refunds will be processed the day they are requested. All other refund policies apply.

