

Refund Policy and Terms for Meal Plan Memberships at Lakehead University

Meal Plan Memberships which are not tax exempt:

1. Memberships which are not tax exempt are refundable at anytime throughout the year.
2. Membership dollars carryover to the next year, so any unused Meal Plan dollars can be used in the next academic year.

Meal Plan Memberships which are tax exempt:

1. Memberships which are tax exempt are refundable with limitations.
 - a. Before any refund can be issued you must pay taxes on all the dollars spent which you have received tax free status, you will be taxed 13% on this amount.
 - b. A \$25 refund administration fee will also be charged before a refund will be issued.
 - c. Meal Plan Memberships purchased with the installment payment program will not receive a refund on the administration fee charged in the first payment.
 - d. Meal portion of the Meal plan Memberships are not refundable and expire at the end of academic semester.

Example #1:

- \$2390 tax free plan (has a 1 year tax free time period) you spend \$500 of the plan within the first 2 months and want a refund
- You will be charged the taxes at 13% of the money spent within the tax free period
 $\$500 \times 13\% = \65
- You will also be charged a \$25 administration fee
- Your total cost of the refund is \$90
- Your total refund is $\$2390 - \500 (spent) - \$90 (in taxes and fees) = \$1800 refund

Example #2:

- \$550 tax free plan (has a 2 month tax free time period) you spend \$300 of the plan within the first 2 months \$50 in the third month (which was taxed at 13%) and want a refund of the remainder.
- You will be charged the taxes at 13% of the money spent within the tax free period
 $\$300 \times 13\% = \39
- You will also be charged a \$25 administration fee
- Your total cost of the refund is \$64
- Your total refund is $\$550 - \$300 - \$50$ (spent) - \$64 (in taxes and fees) = \$136 refund

2. Membership dollars carryover to the next year, so any unused Meal Plan dollars can be used in the next academic year, however they monies spent will be taxable.

3. Tax exempt memberships do have a time limit ie. 2 months, 1 semester or 1 academic year. Depending on the plan purchased the time granted for tax exempt status is set and once you pass the tax exempt period your plan is no longer tax exempt and thus becomes taxable. You will not lose your remaining funds but anything purchased after the tax exempt period will be taxed and the total for each additional purchase (tax included) will be subtracted from your remaining balance on your Meal Plan Membership until your dollars run out.