



April 29, 2020

To Whom It May Concern:

Batavia Service Center
5 Jackson Street
Batavia, New York 14020
T (585) 344-7050
F (585) 344-0765

Buffalo Service Center
3332 Walden Avenue, Suite 106
Depew, New York 14043
T (716) 837-6400
F (716) 706-1359

Jamestown Service Center
2661 Horton Road
Jamestown, New York 14701
T (716) 665-2225
F (716) 488-9501

Lockport Service Center
5000 Cambria Road
Lockport, New York 14094
T (716) 434-6212

Niagara Service Center
(Satellite Office)
1522 Main Street, Suite 307,
Niagara Falls, New York 14305
T (716) 935-6082
F (716) 285-0831

Rochester Service Center
1000 Elmwood Avenue, Suite 200
Rochester, NY 14620
T (585) 292-5160
F (585) 292-1086

All Offices
Toll-free 1 (888) 837-6410
gswny.org

Girl Scouts of Western New York is continuing to monitor the evolving situation regarding COVID-19 to ensure volunteers and girls are prepared with the information and official guidance needed to stay safe during all Girl Scout activities.

Due to current conditions, and the increasing concern over travel and safety of our members, Girl Scouts is taking extraordinary steps to keep members protected. **We have cancelled all Girl Scout in-person activities including travel through June 30, 2020. Girl Scouts has also cancelled the October 2020 National Convention in Orlando, Florida.**

This is the official letter for you to present to all hotel and airline companies upon request to receive deserved refunds. We will continue to monitor guidelines and provide updated information as decisions are made. If you have any additional questions, please contact Customer Care at 1-888-837-6410 or email customercare@gswny.org.

We thank you so much for your understanding and patience throughout this process.

Sincerely,

Morgan Williams-Bryant
Chief Impact Officer
Girl Scouts of WNY

