

**SANDUSKY SKI CLUB
TRIP DEPOSIT AND CANCELLATION POLICY**

POLICY: It is the policy of the Sandusky Ski Club (SSC) to maintain an organized schedule of trip deposits and cancellation deadlines to promote fair treatment of Ski Club Members and to protect SSC from incurring unnecessary debts.

PURPOSE: The purpose of the policy is to insure that:

1. Sandusky Ski Club Members are given ample notice of all trip deposits, cancellation deadlines, and any cancellation penalties.
2. All Sandusky Ski Club members are given fair treatment concerning cancellation policies, waiting lists and refunds.

PROCEDURE:

WITHDRAWAL & CHANGES: SSC may withdraw any trip from its schedule at any time, may refuse to accept or retain any person as a participant at any time for any reason, and may change the itinerary at any time.

RESPONSIBILITY: The SSC is acting gratuitously for the applicant and shall not be responsible or liable for any loss of or damage to baggage, property, or for any loss, injury, death, accident, delay, inconvenience or any other loss occurring during or occasioned by applicant's participation or lack of participation in any trip.

PASSPORT / PROOF OF CITIZENSHIP: For trips out of USA, participants are responsible for having up to date and valid passports, visas, and proof of identification and citizenship.

MINORS: Any minor's participant Trip Application and Agreement must be co-signed by his / her parent or legal guardian. The minor must be accompanied on the trip by a parent or legal guardian or their designee who shall be wholly and fully responsible for said minor's conduct and well being.

RESERVATIONS:

- A. Trip deposits will be taken on the first come, first served basis for all SSC trips. The amount of the deposit will be determined by the Trip Committee and posted on the trip schedule each fall. Trip deposits will not be taken prior to the first SSC meeting of the new season.
- B. A reservation deadline will be established by the Trip Committee approximately 45 days prior to the trip date. This is to determine sufficient interest exists to run the trip.
- C. Deadline for payment in full for weekend trips will be the SSC meeting scheduled one month prior to the trip. Deadline for payment in full for one day trips will be the SSC meeting scheduled immediately preceding the trip. Specific dates will be posted on the ski trip schedule. A reminder of the deadline will be printed in the SSC Newsletter.
- D. SSC members (current dues paid) will have priority over non members prior to reservation deadlines.
- E. Eligibility: Participation in this trip is available first to SSC members and to the members of any organization that co-sponsors this trip with the SSC. **You must be a member of SSC to go on trips that are one week or longer.**

CANCELLATION & REFUND:

- A. If payment in full or notification of cancellation is not received by the trip committee by the specified deadline, forfeiture of deposits will occur. The trip committee will not be responsible for contacting these persons.
- B. If there is a waiting list for any SSC trip, openings will be offered to persons in the order their deposits were received.
- C. In case of post deadline cancellations, refunds are not guaranteed. A full refund will be given to individuals whose trip opening can be filled by the waiting list. If there is no waiting list, canceling persons shall have the option to find their own replacement. If the opening is not filled, the refund will be reflective of any costs to the club due to the vacancy. All refunds will be issued by the SSC Treasurer through the SSC checking account after reconciliation of trip finances.
- D. In the event of SSC cancellation, all payments shall be refunded to the trip applicants.

ARBITRATION

If a SSC member feels they have been treated unfairly concerning trip policies, they have the right to submit a complaint in writing to the Board of Directors for their review.

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TRIP _____ DEPOSIT \$ _____ SSC Member Yes / No (circle one)

Applicant Name _____ M / F (circle one) **E-mail** _____

Address _____

Telephone (h) _____ (cell) _____ Emergency Contact _____

Quad _____ Triple _____ Double _____ Room Mate (s) _____

I have read and agree to all the terms of this agreement and waiver of liability as of this date.

Signed in Agreement _____ Date _____