

# TRIP CANCELLATION POLICY

1. A cancellation date for each trip will be published in the club newsletter. If one is not published, the cancellation date will be 60 days before departure.
2. You must tell the trip chair, in person and in writing, postmarked before the cancellation date to be eligible for a refund.
3. If we cancel the trip, you will get all your money back.
4. If you cancel your reservation before the cancellation date, you get all your money back. Talk to the trip chair about your refund.
5. If you cancel your reservation after the cancellation date, you will lose some money. If we cannot fill the reservation, you will lose either your initial deposit or any non-recoverable loss to the club, whichever is greater. If we fill the reservation, you will owe either \$25 or the amount that we have to pay to change the reservations - whichever is greater.
6. Empty spots will be filled first from the waiting list. If there is no waiting list, it is your responsibility to find a replacement in order to cut your losses.
7. You can appeal any cancellation fees to the Board of Directors if you feel that you have good reasons for the cancellation.
8. Refunds may be held until the trip has been completed and it has been determined what losses were incurred because of your cancellation.