

LOS PADRES SKI CLUB
SHORT TRIP POLICY

The Los Padres Ski Club intends to provide a variety of ski trips for the membership at a reasonable cost. This policy statement is intended to establish the commitment of the Club and what is expected of those participating in trips. This policy is subject to additions or modifications by the Board of Directors as required without prior notification.

- A. Cost
1. The Vice President of Short Trips will establish tentative costs for all trips at the start of the season with deposits based on those costs.
 2. The Vice President of Short Trips will establish final costs 14 days prior to the Drop Dead Date (DDD).
- B. Reservations
1. Members may sign up beginning six weeks prior to a trip. A member is considered signed up for a trip upon receipt by the Trip Coordinator or Vice President of Short Trips of full payment for the trip.
 2. Members have priority over guests up to 14 days prior to trip departure.
 3. A reservation must be accompanied with full payment.
- C. Payment
1. NO post-dated checks will be accepted.
 2. The Club only accepts checks and cash for payments.
- D. Stand-by reservations
1. Stand-by reservations will be accepted after a trip is filled.
 2. The Trip Coordinator maintains the stand-by list in case of openings due to cancellations.
 3. A 100% payment is required from the first five stand-bys. No payment is required after the first five. Stand-by payments will be held by the Trip Coordinator. If an opening does not occur, the Trip Coordinator will return stand-by payments within 7 days of the trip completion.
 4. Trip openings will be filled in the order of stand-by sign-up. Reservations cannot be transferred when a stand-by list exists.
 5. Reasonable effort will be made to contact each individual in order on the list, but a person may be skipped if he/she cannot be reached.
 6. When no stand-by list exists, reservations may be transferred to another member.
- E. Cancellation/Refunds
1. If a member wishes to cancel his or her trip reservation:
 - a. The member can obtain a full refund if the cancellation is prior to the DDD, which is 30 days prior to trip.
 - b. If a member cancels after the DDD, a member can obtain a full refund if a stand-by fills the vacancy.
 - c. Cancelled reservations belong to the Club for disposition.
 - d. In the event there are more cancellations than people on the stand-by list, refunds will be based on the order the cancellation notifications were received by the Trip Coordinator.
 - e. Due to exceptional circumstances (such as family emergencies, etc.), the member may request that the Board provide a full refund. It will be at the determination, review, and approval of the Board of Directors what amount, if any, is refunded.
 2. The Board may cancel trips at their discretion. If the Club cancels a trip:
 - a. If the Club cancels the trip prior to the DDD, the members will receive a full refund.
 - b. If the Club cancels a trip after the DDD due to lack of snow, participation or other circumstances, the refund will be made to individuals proportional to such refunds received by the Club; i.e. the Club will split any refund among those with reservations.
 3. It is the individual member's responsibility to be informed of the cancellation / refund policy for each trip.
- F. Accommodations
1. The answer to all accommodation questions is "FLEXIBILITY".
 2. All assignment priorities will be established by order of sign-up.
 - a. Couples (people who indicate at time of sign-up to the Trip Coordinator or Short Trip Vice President that they wish to room together) will receive priority on private rooms.
 - b. Separate men and women's accommodations will be provided to the maximum extent possible.
 3. Participants may have to share facilities depending on accommodations.
 4. Private rooms are not guaranteed.
 5. Accommodation descriptions will be available as early as possible.
 6. Smokers must confine their smoking to areas outside the accommodations.

- G. Fact Sheet
1. The Trip Coordinator will distribute a Fact Sheet to all participants at least three days prior to the departure date. .
 2. The Fact Sheet will describe (when possible):
 - a. Room assignment
 - b. Drive-up information, when applicable
 - c. Individual job assignments
 3. Final responsibility for knowing what is going on still rests with each individual.
- H. Trip Coordinator
1. Trip
 - a. Is in full charge of trip and will ensure that all adhere to trip policies.
 - b. Assigns sleeping accommodations, condo captains, and when necessary, jobs for all participants.
 - c. Coordinates any planned *apres-ski* party and/or dinner, including purchase and preparation of food with the assistance of participants when assigned.
 - d. Ensures schedule is maintained.
 - d. Resolves any problems on trip.
 - e. Has the power to remove from the trip anyone engaging in illegal or disruptive behavior, or acting in violation of trip policy. No refund will be provided for such removal.
 - f. Receives a discount according to the participation on the trip, as determined by the Board of Directors.
 2. Condo Captain
 - a. A member in each condo who notifies the trip coordinator of any accommodation problems and assists the trip coordinator in ensuring that Club policies are followed.
 - b. Inspects accommodations prior to departure and ensures that all chores have been completed and keys returned.
- I. Accommodation Care
1. Cooking facilities are typically available but meals are at the discretion of the trip coordinator. Individual arrangements must be made if no meals are planned.
 2. Clean up is the responsibility of ALL persons.
 - a. Kitchen - all dishes are to be washed by those who use them.
 - b. All trash disposed of on last day or when necessary.
 - c. Bedding and towels should be the only dirty items left in the accommodations.
 3. Each individual is responsible for their actions and shall pay for any resulting damage.
- J. Meals
1. The weekend trip fee includes Saturday night dinner, planned by the Trip Coordinator, and served with the aid of trip participants.
 2. A wine and cheese party may be provided if budgeted and planned by the Trip Coordinator.
 3. Visitors may be included for a fee and with prior notification and approval of the trip coordinator.
- K. Bus (when provided)
1. Trip Coordinator and the Bus Driver rule while on the bus.
 2. Departure places and schedule shall be established and followed.
 3. Any stops will be scheduled.
 4. In event of problems, notify the Trip Coordinator.
 5. Clean up of bus is everyone's responsibility.
 6. No smoking allowed on the bus.
 7. The Club has no responsibility to individuals who do not meet the established schedule. If a person is left behind, they are on their own. No refunds will be made for missed or unused transportation.
 8. On bus trips, seating, whether reserved or open, shall be left up to the trip coordinator.
- L. General Conduct
- Los Padres Ski Club is not a law enforcement agency and wherever possible will respect individual rights and preferences. However, where those preferences impose a risk or hardship on other individuals or the Club, they will be handled appropriately as determined by the Trip Coordinator.
- M. Drop-Ins
1. Accommodations are only for those signed up on the trip. No one may drop-in for overnight use of the accommodations..
- N. Children
- Trips will be open for related children or wards as guests of members, unless otherwise designated. The regular member assumes full responsibility for the child. All policy requirements will be enforced.
- O. Guests
- All guests will become members of the Club prior to the trip. Non-member guests under 21 years may attend as a guest of a member or the Club.