

## **Ski Trip Policies published in the Ski Trips Booklet**

MEMBERS MUST BE IN GOOD STANDING AND HAVE CLUB DUES "PAID IN FULL" to:

- 1) register for a trip
- 2) participate on a trip.

**Ski Trip Sign-Ups:** The sign-up period for Ski Trips will be determined and communicated by the Trip Directors.

Registration will be handled on a first come-first serve basis.

Should a trip fill up during the registration period, a random drawing will be done for each group that exceeds trip capacity, with the remainder put on a wait list in the order drawn. Members may elect to combine two sign-ups as one lottery draw (to allow for a traveling companion) or may elect to submit as individual lottery draws each of their sign-ups (will travel without a guaranteed companion).

All Western, Northern, and One-Day Trips are listed on [www.sitzmark.org](http://www.sitzmark.org). After logging in, members can register for a trip, and pay for the trip in full with a credit or debit card, or follow the payment instructions provided with each trip online. If you cannot sign-up online, contact the Ski Trip Director to make other arrangements.

**TRIP LEADERS SHALL NOT ACCEPT PAYMENTS!**

The Northern or Western Ski Trips Directors will send confirmations within four (4) weeks of the close of each Initial Sign-Up period. There after confirmations will be sent within two (2) weeks of receipt of sign up.

Methods of acceptable payment are:

- 1) Checks or money orders made payable to Sitzmark Ski Club of Milwaukee, Inc
- 2) Debit/Credit card payments via the Sitzmark.org website

**CASH WILL NOT BE ACCEPTED!**

**Deposits:** The following deposit payments are required before the participants will be placed on the trip or waiting list:

FULL payment on One-Day

\$100 for Northern trips, or full payment

1/3 or more of the trip total for Western trips, or full payment

Returned checks may result in removal from trip. Full payment of the check and related fees must be made with 7 days of notice or notification.

**Final Payment Deadlines:** Full payment must be received or postmarked by the deadline date to retain original trip list status. If full payment is not received by the deadline, participant may be removed from the trip and subject to the cancellation fees. THE DEADLINES ARE LISTED IN ALL TRIP ADS.

**Wait List Policy:** If a participant is on the wait list for a trip, their check will not be deposited until a spot is open on the trip, and they are contacted. If a participant wishes to drop from the wait list, NOTIFY THE APPROPRIATE SKI TRIPS DIRECTOR IN WRITING IMMEDIATELY. Cancellation of wait-list status will result in their check being destroyed upon written notice to the Director.

**Members Have Priority:** Club members have priority over non-members until the listed deadlines

After the sign-up deadlines, trips will be opened on a first come, first served basis. Western Trips: Membership is required for sign-up.

**Northern Trips:** Non-member/guest sign-ups are accepted on a first come, first served basis 60 days prior to the trip, but not before the November membership meeting. Non-members are charged an additional \$20 fee per trip. The non-member fee may be waived at the Board's discretion for a specific trip.

**Cancellation:** ALL CANCELLATIONS MUST BE IN WRITING AND BE SENT TO THE SKI TRIPS DIRECTOR. REFUNDS WILL BE ISSUED WITHIN 60 DAYS AFTER THE COMPLETION OF THE TRIP OR AFTER A FINAL ACCOUNTING OF THE TRIP HAS BEEN MADE.

TO ENSURE FAIR TREATMENT FOR EVERYONE, ALL CANCELLATION FEES WILL BE CHARGED REGARDLESS OF REASON FOR CANCELLATION.

NO cancellation fees if written notification is received within the Initial Sign-Up period for that trip.

\$25 if the cancellation is after the Initial Sign-Up period up to and including the Final Payment.

\$50 PLUS ANY NON RECOVERABLE EXPENSES related to the trip cost if the cancellation is after the Final Payment Deadline.

**Unforeseen Problems:** The Sitzmark Ski Club of Milwaukee, Inc. will not be responsible for expenses incurred by unforeseen delays caused by weather, strikes, or transportation equipment failure, theft, accident, or injury. These additional costs will be borne by the individual member.

Smoking is NOT Permitted on Chartered Buses.

Disorderly Conduct is UNACCEPTABLE and Will NOT be Tolerated; Such Behavior May Lead to Removal From Trip and/or Club Membership.

Prices of Ski Trips are Subject to Change. The Board of Directors may at its discretion consider exceptions to any of the aforementioned policies.

### ***Sitzmark Ski Trip Information***

Full Payment Trip Raffle. Members who pay for trips in full before the drawing will be automatically entered into a raffle unless wait listed. The member will get a raffle entry for each trip that they pay in full. You must be a member to participate in the raffle. The raffle prize will be a certificate for \$100 towards a Sitzmark-sponsored ski trip for the current season.

Note: The raffle excludes any trip that requires full payment upon sign-up. The drawing will be held at the December membership meeting.

Departure and Arrival Information. Bus trips depart from the Watertown Plank Road Park and Ride lot on time! Passengers can arrive one hour prior to scheduled departure to load luggage and select seating. Seating is on first-come, first-served basis. (The Park and Ride lot is located on the south side of Watertown Plank Road, west of the US 45 expressway. For detailed trip departure information, refer to the trip ad within the Ski Escapes booklet or with the trip leader.

Bus Parties and Tips. The posted trip cost includes money for limited beverages and snacks for a bus party and all tips for the bus driver and restaurant servers for all meals included in the trip cost.

Luggage. All equipment (boots, skis, poles, etc.) must be bagged and properly tagged with the owner's name. Passengers for bus and airline trips are asked to use good judgment when selecting the number and size of their luggage pieces. Luggage space on ground transportation is limited. Passengers are not allowed to bring individual coolers.

Rooming Occupancy Requests

Requests for number of persons per room, when less than maximum capacity, are honored on a first- come, first-served basis. Such requests are honored as available, only up to the trip deadline. Note: On most trips, sharing a bed might be required.

Cancellation Insurance. Optional trip cancellation and/or interruption insurance for Western trips is available. Contact the Western Trip Director, for information and forms.