

## Trip Cancellation and Refund Policy

### **What happens when you cancel from a WSC trip?**

According to club policy, the member becomes responsible for financial losses to the trip. (However, if a trip is cancelled by the club for any reason, the club's contingency fund covers non-recoverable losses, and the members receive full refunds.)

If you cancel from a trip, you must submit your cancellation in writing to the trip or activity leader, and your letter must include your handwritten signature. The date the trip or activity leader receives your letter serves as your official cancellation date.

If you cancel from a vacation trip (defined as 5 or more nights) more than 60 days before the trip departure date, and your spot on the trip is filled, you will receive a refund of your money minus the \$50 cancellation fee. If you cancel from a vacation trip 60 days or less from the departure date, you will receive a refund of your money minus \$50 or any non-recoverable and fixed costs, whichever is greater. Any penalty fees you may have incurred will also be deducted. (See: Ski Vacation Trip Payment Schedule and Policy in the August Scrapings).

If you cancel from a weekend trip more than 60 days before departure, and your spot is filled by another member, you will receive a refund minus \$30. If you cancel from a weekend trip 60 days or less from departure, you will receive a refund minus \$30 or any non-recoverable and fixed costs, whichever is greater.

If you cancel from a day trip more than 30 days before the trip date, and your spot is filled, you will receive a refund minus \$10. If you cancel from a day trip 30 days or less from the trip date, you will receive a refund minus \$10 or any non-recoverable and fixed costs, whichever is greater.

Refunds are paid after the trip's final accounting report has been reconciled by the assistant treasurer, typically about one month after the trip has returned. Exception: if the cancellation is from, and more than 60 days before, a vacation trip. In this case the refund will be paid within 30 days of receipt of the cancellation letter.

If a member wants to transfer from one vacation trip to another vacation trip sponsored by the WSC, the cancellation fee will be waived when done before October 15<sup>th</sup> or more than 90 days before the trip departure date, whichever comes first. Transfers may be done only to an open space, and cancellation from one vacation trip to transfer to another vacation trip must be done on the same day. A transfer to a waiting list is prohibited (the cancellation fees will be charged in such a case).

If you would like a copy of the un-abridged policy, please ask any trip leader or council member.