

## Bus Trip Policies

1. Tickets are provided on a first come, first paid basis. The Recreation Director will set the release date for all tickets/events.

### 2. Fees

1. Deposits (50%) may be accepted for any trip: however the full balance must be paid 30 days prior to the trip.
2. Non-resident fees will be charged at the discretion of the director. They cannot exceed \$10 per any trip under \$100 and \$20 for any other trip per participant.

### 3. Cancellation Policy

1. The Recreation Department may cancel the trip within 7 days of the trip due to lack of enrollment. Any trip may be cancelled at any time due to weather, natural disaster, etc...
  2. Any registrant may request a full refund 21 days prior to the trip.
  3. Any registrant requesting a full refund within 21 days of the trip will only receive a refund if they can be replaced by people on a waiting list or other interested parties. If they cannot be replaced, they will not receive a refund and are responsible for their tickets.
4. Each registrant with more than one person attending the trip must provide a group leader who is responsible for their group. Each group leader must provide a list of attendees when they register for the trip.
5. All participants must act appropriately when they are on a Recreation Department sponsored trip. Any person that violates this policy will be barred from attending any future events. Inappropriate behavior includes but is not limited to:
1. Swearing, offensive remarks, etc...
  2. Fighting
  3. Possession of narcotics
  4. Smoking on the bus
  5. Alcohol abuse and disruptive behavior.