

MEMBERSHIP ETIQUETTE & IMPORTANT INFORMATION 2009 / 2010



Please read this letter carefully.

Membership:

- Early Bird Special! Members renewing their membership before Oct. 31, 2009 will pay the following fee: single \$30.00, couple/family \$50.00. Memberships may be renewed by mail to the registrar, Janice Marlow, 151 Lindenwood Dr. West, Wpg. MB R3P 1J8 or at the Open House on Oct. 25th, 2009.
- Fees for members renewing after Oct. 31, 2009 will be: single \$40.00, couple/family \$60.00.
- If registering as a couple, please list one address only as one membership package and newsletter will be sent.

Payment and Registration Forms:

- In order to process each member's package correctly, we require the following steps to be completed.
 1. ensure that all information is completed on the membership application and signed;
 2. ensure that all trip registration information is completed;
 3. add up the membership and bus trip fees and / or weekend trip deposits as one total;
 4. prepare one cheque payable to the Charleswood Ski Club (or cash) for the total amount;
 5. mail in to the registrar or submit at the Open House only.

Day Bus Trips:

- Registration for all trips is on a first come first served basis.
- All registrants must be current club members.
- Trip fees must be paid in full at the time of registration.
- All trip fees after the Open House are to be sent to the registrar.
- Registrants will be placed on a waiting list if the trip is full.

Weekend/ Week Trips:

- Trip deposits must be received for member to be registered.
- *All deposits are non-refundable*
- Once registered, all communication regarding trips is to be with the Trip Leader not the registrar.
- Trip leaders will contact registrants regarding balance owing and payment deadlines.
- Balance owing must be paid to the Trip Leader by the deadline date.

All Trips:

- *If the trip is full* – Day trip fees and Weekend/Week trip deposits will be refunded to those on the waiting list if unable to get on the trip **because of no available spots**.
- *Cancellation*: Please inform the Trip Leader.
- Day Bus Trips and Weekend/Week Trip Leaders are responsible to fill cancellations from the waiting list.

Refunds:

- Requests for refunds for personal, medical or cancellation must be made in writing to the treasurer. All refund requests will be reviewed during monthly executive meetings. Follow-ups will be made within two weeks of the decision. A \$10 administration fee may be deducted.
- Refund for reasons deemed by the Ski Club (weather or attendance) will be made within one month of the trip cancellation.