## **CFFU Guided Trips Policy Regarding Payment of Fees and Refundability**

When booking a trip from a Guided Service many arrangements are made by that Service in advance to make sure our trip is as promised. This includes getting the proper number of boats, guides, gear and lunches or snacks for the clients. When a client cancels, the costs already incurred are often non-refundable to that Guide. For example, if a Guide has reserved four other Guides and only 3 clients show up, the Contracting Guide must still pay for the fourth Guide. CFFU has taken responsibility for this in the past and has tried to "make things right" for the Contracting Guide by paying for these costs. Because of this, CFFU has instituted a new policy that puts the burden of this on the canceling member and makes it clear to attendees what will be required for them to secure their spot.

- A CFFU Fishmeister who is coordinating the outing will contact the Guide Service to discuss dates, the approximate number of attendees that can be accommodated, etc.
- The Fishmeister will provide the Guide Service with our Policy.
- Members signing up for a trip will pay in full to the Guide directly within 30 days of the event. At the 30 day deadline, all checks will be cashed. This reserves your spot. One week prior to the 30 day deadline, the Fishmeister will send out a reminder to all members who signed up to make sure they have submitted their payment to the Guide.
- Once payment has been received by the deadline, the Guide shall then make final arrangements for the trip (Guides, boats, gear, lunches, etc).
- Payments made to the Guides are non-refundable. If a member cannot attend, it is their responsibility to find a replacement who will reimburse them the cost of the trip.
- If the outing needs to be rescheduled by the Guide due to weather or other unforeseen circumstances a new date will be offered. If the member cannot make the new date, a refund shall be provided by the Guide. The Fishmeister will use their best efforts to find replacements.