



Standard Trip Cancellation Policy

More than two weeks prior to the trip departure date:

- The member will be sent an e-transfer for the cost of the **trip minus a \$50.00 administration fee**. Please note that some trips may not have a cancellation policy – check with the organizer. **That is, some trips may have a no refund policy based on the booking policies of the hotel, resort, etc. We cannot refund members if a trip has a no refund policy. If we can substitute your spot with someone on the waitlist (given that there is a waitlist) we will be able to compensate you up to a maximum of the trip cost minus the administration fee.**

Less than two weeks prior to departure:

- The organizer will contact people on the waiting list.
- If a replacement is found the member will receive the cost of the trip minus the \$50.00 administration fee.
- If a replacement is not found the member will forfeit the total amount of the trip.

Special Note: Some trips have special circumstance i.e. B & B, University Residences, Hotels and Resorts have different cancellation policies. Ask your trip leader what the cancellation policy is for their trip **before** you sign up.

If the trip requires payment to a travel agent or airline, we strongly recommend that you obtain cancellation insurance and extended medical insurance.