

Northeast Wisconsin Watercolor Society Inc. Group Trip Policy

- Registrations are accepted strictly on a first-come, first registered basis. Your place in the group trip will be reserved when we receive payment in full.
- If your check is returned or your credit card is declined, your registration will be voided.
- Our group trips are open to adult ages 18 years old and up, unless otherwise noted in the group trip description.
- Unacceptable Behavior: Northeast Wisconsin Watercolor Society reserves the right to refuse registrations from participants who have a history of disruptive behavior or to dismiss any member or guest without refund who disrupts our learning/travel environment.
- Northeast Wisconsin Watercolor Society Inc. is not responsible for loss or theft of any member or guest personal items regarding any group trip.
- By signing up for any Northeast Wisconsin Watercolor Society Inc. Group Trip you understand that the organization is not held responsible or liable for any injury or loss of any nature occurring during group trip events.

CORRESPONDENCE

- All registration confirmations will be sent via email when an email address is provided.
- Please contact chair@newiswatercolors.com to update your contact information.
- For most Group Trips, you will be advised if you will be required to bring your own meals or if there is an alternative meal option. If you have special time sensitive eating requirements, (example: diabetes or hypo-glycemic needs) please come prepared with your own snacks, etc. If the group trip is planning a group lunch, and you have special dietary restrictions, it is your responsibility to alert the staff so they can discuss your situation and make accommodations whenever possible to meet your dietary need.

PAYMENTS & FEES

- Full payment is due at the time of Group Trip registration unless otherwise indicated.
- Northeast Wisconsin Watercolor Society accepts personal checks, bank checks, traveler's checks, money orders or cash.
- Non-members are an additional \$10.00 unless otherwise stated

CANCELLING A GROUP TRIP REGISTRATION

- While we understand that circumstances can arise causing a change in your plans, we must adhere to a business policy. If you need to cancel your registration, NWWWS must be notified by email, and the following policies apply:

- More than 6 weeks prior to a Group Trip: Member or guest receives full refund less a \$10.00 processing fee
- 3-6 weeks prior to a Group Trip: Member or guest receives half back.
- 3 weeks or less prior to a Group Trip: No refunds. Any exceptions to the rules must be appealed to the board.
- Registrations are transferable to another person (this is your responsibility).

WAITING LISTS

- When a Group Trip fills, we start a waiting list. There is no charge to be on the waiting list. If space becomes available we contact the first person on the list. That person has 24 hours to register before we move on to the next person.

NORTHEAST WISCONSIN WATERCOLOR SOCIETY CANCELS A GROUP TRIP

- Occasionally, Northeast Wisconsin Watercolor Society must cancel a group trip due to low enrollment, faculty illness or other unforeseen circumstances. If we do, we will notify you as soon as possible. You may then register for another Group Trip (based on availability) or receive a full refund of registration and fees paid.
- Notification of cancellation will normally occur three weeks prior to the beginning of the Group Trip, in rare cases however, it may be less. Northeast Wisconsin Watercolor Society is not responsible for losses incurred due to housing, travel or other arrangements.
- During winter inclement weather, group trips may be canceled for the safety of members and guests. Members and guests will be notified if they have provided phone number and/or email at registration.