

MELBOURNE SUNRISE PROBUS INC

TOURS AND REFUND POLICY

Day Tours/Activities

In the event of cancellation, Probus members/guests need to provide one week's (7 days) notice when seeking a refund. Refund qualifications may vary depending on monies paid and commitments given to bookings with third parties. A full refund may not be possible in certain circumstances for example, motel and coach bookings. A member has the option of finding a replacement(s).

Extended Tours

In the event of cancellation, Probus members/guests need to provide twenty-eight days notice when seeking a refund. Refund qualifications may vary depending on monies paid and commitments given to bookings with third parties. A full refund may not be possible in certain circumstances for example, motel and coach bookings. A member has the option of finding a replacement(s).

Payments

Payments from those Probus members/guests listed for tours need to be made by the nominated date. Failure to pay by the nominated date will result in the Probus members/guest named being removed from the list.

Waiting Lists

No payments needs to be paid by those Probus members/guests placed on a waiting list until notified.

Deposits

For extended tours, or events costing in excess of \$250, a deposit of no less than 50% will be accepted.

Costings

A 10% margin to be added to the actual cost quoted for day and extended tours to cover unforeseen circumstances.

Tour List

Please ensure those names of guests placed on the list for tours are genuine and authorised by the individual.

Other clubs tours

Please be aware if travelling with other Probus groups that their policies may vary.

**Please be aware that only recognised Probus tours and activities recommended by the Committee of Management and approved by the membership for Probus members and guests will be covered by Probus insurance.*

Adopted by the General Meeting of October 6, 2011