

Beccles u3a Policy on Trips and Outings

1. Each event should be planned in sufficient detail so that (a) the overall capacity (e.g. of the venue or the seating capacity of the coach), (b) the break-even point (the number of bookings needed to make the trip viable) and (c) the cost per member of the trip are known in advance.
2. Members must provide a completed booking form with all necessary information completed.
3. A deposit of £10.00 per trip (non-refundable) or full payment must be made at the time of booking.
4. The balance of any payment is due one month prior to the trip commencement date.
5. In the event of a member cancelling a booked place on a trip due to last minute illness/hospital appointment the money will be refunded minus the £10 booking deposit.
6. The Beccles u3a Committee reserves the right to cancel a trip at any time. In the event of The Beccles u3a Committee cancelling an event all money paid (including £10 deposit) will be refunded to the members.
7. The overall aim of each individual trip is that they break even financially.
8. In the event a trip makes a surplus (up to £5 per person attending the trip), this will be retained in the Beccles u3a Social Account and may be utilised to support future trips. If the surplus exceeds £5 per person this will be refunded to those individuals attending the trip.
9. In the event of a trip being predicted to make a financial loss The Beccles u3a Committee will make a decision whether to subsidise the loss or cancel the trip on a case-by-case basis. This decision will consider factors such as scale of the loss, surplus from other trips available, etc.
10. Trips are restricted to u3a Members only. If a Member needs a carer (who is not a Member) this may be permissible by prior arrangement. Carer will be required to book and pay for their place on the trip.