

GUIDELINES FOR THE VCC SPONSORED TRIPS

MEMBERS: PLEASE READ AND BE FAMILIAR WITH THE FOLLOWING

VCC SPONSORED TRIPS: All VCC sponsored trips are for members only. Members being the two people in the club membership. As a reminder, you may bring ONE guest as a “replacement” for your partner. It is expected that you will drive your convertible to the event.

REGISTERING FOR VCC SPONSORED TRIPS: All VCC sponsored trips will appear on the VCC website (thevillagescc.com). The announcement will give the date of the trip, explanation/description of the trip, the cost, the trip leaders names and contact information and the date to register for the trip. A “Heads Up” reminder email will be sent to all members 2 days prior to the registration date of each trip. After reading the announcement scroll down and click on the Register Here button and fill in the required information. If the trip is sold out, please add your name(s) to the Waiting List. It is there to accommodate any cancellations. We use the waitlist for cancellations, as well as a guide to see if we need to run a second trip. If you need help in registering, contact Kathy Dolence at kdolence@comcast.net or 561-213-5211.

CANCELLING A TRIP ALREADY REGISTERED FOR: If a member needs to cancel from a trip they are already registered for, they are to contact **Judy Gorman**, our Registration and Waiting List Coordinator at 609-290-0185 or dinzik@yahoo.com. Judy is the only person to contact if you need to cancel. She will give you a few names of the people on the wait list who might be willing to buy your tickets. Except for special circumstances, the person cancelling is responsible for finding buyers for their tickets.

Please do not contact anyone else or try to sell the tickets on your own to others. It is first come first serve on the waitlist and we try to be fair to those who have put their names on the list first.

Judy will let the Sellers know if there are names on the Waiting List. If there are, Judy will send to the Sellers a few names and contact information of those members wishing to buy tickets if there is a cancellation. It then is up to the Sellers to contact those names given to them by Judy and ask if they would like buy their ticket(s). If there is no answer to a phone call or an email to the prospective buyers within a reasonable amount of time, please contact Judy for more names to contact.

When the Sellers find a Buyer for their ticket(s), **they are to contact Judy Gorman** and advise her the Buyer’s names. Judy will then contact the Buyers and get them registered in the Seller’s place. Once the buyers are registered, the Seller’s money will automatically be refunded back to the credit card they used to register for the trip. Judy will also advise the Trip Leaders of the changes.

Please keep in mind that this procedure of refunding monies only applies if there is a Waiting List and someone on that list purchases your ticket(s).

CANCELLATION OF A TRIP WITH **NO WAITING LIST: If there is no Waiting List for a trip, the Seller’s have the option of selling their tickets *only* to another member. Before doing this, the Sellers must contact Judy Gorman so she can make the necessary changes. If you cannot sell your tickets there will be no refund.**

Thank you all! The Villages Convertible Club Board of Directors