

## **Welling u3a Trips & Visits Policy**

Welling u3a offers a varied programme of outings, visits and social events.

You will be informed about any future trips in the monthly Newsletter and at the meeting.

After booking and paying for a trip, at the appropriate meeting, you will receive an email or text from the trip leader about a week beforehand. This will confirm pick up details and return times for coach trips or meeting arrangements for other trips. Also, any information which may be useful or necessary e.g. if driver tip included, refreshment facilities available at the venue etc. It will also include the phone number of the trip leader which we advise you to add to your phone contacts so that you will have it with you on the day.

Should any accident or incident occur whilst on the trip, please let the trip leader know as soon as possible because it must be recorded on a Welling u3a Accident form.

On the day of the trip if for any reason you will be delayed or unable to attend, please inform the trip leader as soon as possible so that departure is not delayed unnecessarily.

Payment for events can be by cash, card or cheque payable to Welling u3a. A receipt will be issued for any payment made, if the actual ticket is unavailable. Payment for an event will need to be fully paid at time of booking, unless notified otherwise in the Newsletter. Once you have booked and paid for a trip if for any reason, you have to cancel, please contact the organiser who will try to fill your place, if this is not possible, unfortunately we will not be able to refund your payment.

Members are limited to buying 2 tickets, one for themselves and one another member.

A returnable deposit of £5 will be taken for all free events. This will be refunded at the start of the trip. Any unclaimed deposits will be paid into the Social Account.

If for any reason the event does not take place, you will, of course, be refunded by Welling u3a.

Members who organise a trip for u3a members should not benefit from any offers of a free place. The value of any such benefit will be shared by all the members on the trip.

### **Disclaimer**

Please note that each member is personally responsible for deciding if they are fit enough to undertake any activity or outing. Please contact the visit organiser if you want further information about any particular trip to enable you to decide.

Date: 19<sup>th</sup> September 2024

Date to be revised on or before: 19<sup>th</sup> September 2026