



Travel Finance Policy

Approved Dec 20, 2007

Travel costs are shared by families of athletes who have been confirmed as participants in a race trip event or training camp (event). This policy has been developed to address responsibility for costs in exceptional circumstances, such as where there are unforeseen costs, an athlete becomes ill or is injured just before an event, or a family decides that a confirmed athlete will not participate in an event or makes other travel plans for an athlete. In this policy, "family" of an athlete includes the athlete himself or herself, where the athlete is an adult.

UNFORESEEN COSTS

- i) When unforeseen costs arise in respect of an event, the family of an athlete who has committed to participate in the event is responsible for the full amount of the athlete's personal travel costs and his or her portion of the shared event costs.

ILLNESS/INJURY & OTHER EXTENUATING CIRCUMSTANCES PRIOR TO TRAVEL

When an athlete is unable to travel to an event due to illness/injury the Club may refund money paid for the event provided that a doctor's certificate is provided to the Club treasurer, and may similarly refund money paid for the event when there is a death in the family or other like extenuating circumstance, except that where travel is by air, the athlete's family will be responsible for the non-refundable portion of the athlete's airfare already paid by the family and not refundable by the airline.

SHARED COSTS

- i) If a family chooses to send an athlete by another form of transportation to an event, for example, by air travel when the team is travelling by bus, personal or rental vehicles, the athlete's family will remain responsible for the athlete's portion of the shared event costs.
- ii) If a family confirms an athlete's participation in an event and later decides that the athlete will not participate, the athlete's family will remain responsible for the athlete's portion of the shared event costs after the "cancellation" date determined by the Vehicle/Bus/Air Travel Coordinator and Treasurer. An exception may be made to this policy for illness, injury, or extenuating circumstances such as a death in the family (as in above section).