



Travel Committee Trip Disclosure Form
Incomplete forms will NOT be processed!

This form clarifies the policies of ILR and the commitment of the trip participant(s)

The ILR HOLIDAY HAPPENING

ONE DAY JOURNEY TO FREDERICKSBURG, VA

RIVERSIDE CENTER FOR THE PERFORMING ARTS

THE PLAY (MIRACLE ON 34th STREET), LUNCH, AND BACK STAGE TOUR

IRL Day Trip: Wednesday, December 6, 2023

Sign-up Deadline: OCTOBER 10, 2023 (Tuesday)

One Bus: Minimum 30 participants; Maximum 40 participants

If interested in this outstanding trip, do not wait until the sign-up deadline to submit paperwork. Spaces are filled in the order of receipt and completion. Once the maximum (40) is reached, a numerical *wait list* is kept based on the submission date of **completed** paperwork. If you are traveling with a friend, make certain that your paperwork is submitted simultaneously, otherwise travel for both is not guaranteed.

To secure your reservation/s for this ILR Trip, return this signed **Trip Disclosure Form, Traveler Questionnaire Form, ILR Fall Registration Form, and Check, payable to ILR.**

Please initial each statement below. If a **couple** (i.e., husband and wife) are traveling together, **both** need to initial and sign this document. Copy for your records.

_____ ILR reserves the right to cancel a trip if the minimum numbers are not met. Money will be refunded.

_____ If a member cancels after the Sign-up Deadline (10/10/23), and a replacement from the *wait list* is secured, a refund is issued (minus a \$2.00 admin fee/person).

_____ If a member cancels after the Sign-up Deadline (10/10/23), and there is ***NO wait list***, ILR does not issue refunds; however, the member may secure his/her replacement with an ILR member, making financial arrangements with the replacement and notifying the ILR office no later than 11/11/23.

_____ **Wait List Policy:** If you are on the *wait list*, ILR will notify you as cancellations are received. Those who are still on the *wait list* at the time of the trip will be issued a full refund check.

_____ Primary communication with trip participants will be by E-mail.

Signature/s: PLEASE PRINT LEGIBLY AND SIGN

PRINTED NAME

_____ Signature _____ Date _____

PRINTED NAME

_____ Signature _____ Date _____

Office Use Only: Date Rec'd _____ Trip \$ Pd _____ Ck. No. _____