

## Senior University Trip Information – As of March 13, 2009

Trips are advertised in one or more of the following ways:

On the Senior University website at [www.senioruniversitygeorgetown.org](http://www.senioruniversitygeorgetown.org)

E-mail notification to all members

Announced in Course Schedules, during classes, annual meeting, or on trips.

**RESERVATIONS:** Once trips are priced and announced you should make reservations by sending an e-mail to [admin@senior-u.org](mailto:admin@senior-u.org) or by calling Senior University at 512.868.1982. You must be a current member of Senior University to make reservations for our trips.

**CONFIRMATION:** When you receive notification from Kendra that you are confirmed, you should immediately send your check to Senior University, PO Box 488, Georgetown TX 78627.

If the trip is full, Kendra will advise you that you are on the wait list. No payment is required to be on the wait list but you must be a member of Senior University. Carole Kilmer, Travel Volunteer will send you an e-mail confirmation notice when she receives trip lists from Kendra. If you have not heard from Kendra about your reservations, you may also contact Carole Kilmer at 864.3521 or at [kilmer2@suddenlink.net](mailto:kilmer2@suddenlink.net).

**CANCELLATIONS FOR DAY TRIPS:** You can cancel 45 days prior to a day trip and receive a refund. You can cancel your reservation at anytime and receive a refund if there is a Senior University member on the wait list who takes your place.

**DEPOSITS:** Longer trips usually require a non-refundable deposit. The refund policy is stated on the flyer for each trip. Normally a "no refund of deposit" on longer trips is required. Insurance can be purchased for longer trips through Babs Cape, the Travel Director. You can cancel your reservation at anytime and receive a refund if there is a Senior University member on the wait list who takes your place.

**REMINDER NOTICES:** At least 10 days prior to the trip you will receive an e-mail reminder notice and will reflect any changes in travel information. This notice will tell you where and when to report to the bus. The report time is always earlier than the departure time stated on the trip flyer so it is important to read your reminder notice.

**DETAILS:** If you need to cancel your reservations, please let the Senior University office know so Kendra can check to see if there is a wait list. It is important that you talk to Kendra if you are making a last minute cancellation. If you are unable to reach Kendra, please call Babs Cape at 864-3650 or Carole Kilmer at 864-3521.

On the day of the trip, please arrive at the bus no later than the time specified in the reminder notice. Although there is open seating on the bus, several rows are usually marked "reserved" for the tour director, guides and refreshments. These reserved rows are usually the row immediately behind the bus driver, the last two rows on the bus driver side (left) and occasionally the last row on the right side of the bus. Frequently all seats are sold and we have a full bus.

You must be self mobile to participate in our trips. No smoking is allowed on the bus. Water, soft drinks and snacks are usually provided. All gratuities are included in the price of the trip. Trips fill up fast so remember to reserve early!