

## 2007 Group Policies and Procedures

- ◆Group bookings require a \$100.00 non-refundable deposit in order to confirm reservation.
- ◆Group space will be confirmed once deposit is received by the Carlsbad Chamber of Commerce
- ◆Final payment will be due on all group reservations no later than two weeks prior to departure date.
- ◆If a group reserves an entire boat and the group falls below the occupancy of that vessel, the Carlsbad Chamber of Commerce reserves the right to book other passengers on that vessel.
- ◆Once final payment is made and the group falls below the amount of seats purchased the Carlsbad Chamber of Commerce has the right to re-sell the purchased seats and no refunds will be issued to the group.
- ◆One person from each booked group will be required to check in for their entire group. Required check-in is 30 minutes prior to each scheduled departure at the Christmas on the Pecos ticket office. Boarding passes will be required in order to be each vessel. It will be the responsibility of the group leader to pass out boarding passes to each individual of that group.
- ◆All reservations are date and time specific and reservations are completely non-refundable.
- ◆If a group misses their scheduled departure, the Carlsbad Chamber of Commerce will reschedule the group for the next available departure if there is one available.

I have read the above following policies & procedures

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Printed Name \_\_\_\_\_