

## Chelmsford Scuba Diving Club (BSAC 0306)

### **Dive Booking Rules**



#### **1.0 Booking**

- Booking requests must be submitted via the online form provided via the website or WhatsApp. If you are unable to access this form please contact the Diving Officer or Media Co-ordinator for assistance.
- Unless indicated otherwise, one form must be submitted for each dive and for each diver. While this may seem a little tedious, it is beneficial for dive management as the form entries are captured on a master spreadsheet that is accessible to the committee and Dive Managers.
- Booking requests will be accepted from the time that the booking form goes live and is restricted to members only until the noted date (usually mid-January). After this date, unfilled places may be offered to other divers outside the club and members will not be able to claim priority over these divers.

#### **2.0 Payment**

- Diving costs have been agreed by the committee to remain at a fixed rate of £70 per day regardless of boat or location
- A deposit of £20 per diving day must be paid before 14<sup>th</sup> January to secure your booking request.
- An additional deposit of £40 is required towards accommodation on weekend trips, hence a 3-day weekend requires a total deposit of £100.
- Booking requests that are not supported by the necessary deposit by the noted date (mid-January) will not be confirmed and the place will be released back to the programme for others.
- Final payment for all dives is due 2 months before the date of the dive.

#### **3.0 Confirmation and Over-subscription**

- Dive places will be confirmed as soon as possible after the 1<sup>st</sup> noted date (mid-January).
- In the event of a dive being over-subscribed, a draw will take place and unlucky divers will be informed immediately and can have their deposits returned. Those divers may opt to remain on a reserve list by leaving their deposit in place and will receive first refusal should a place become available.

#### **4.0 Cancellation and liability**

- A member can cancel their booking up to 2 months before the dive and in the event of the place remaining unfilled will be liable for the deposit only. If the place is subsequently filled, then the deposit will be refunded.
- Cancellation less than 2 months before the dive will leave the member liable for the entire payment unless they can find a replacement. The Diving Officer and Dive Manager will

provide every assistance possible to assist in finding replacements.

