



## South Metro ATV Club Down Payment Policy

This policy is designed to assist members while planning events on behalf of South Metro ATV Club where a down payment is required.

**South Metro ATV Club (SMATV)** relies upon our club members to plan and facilitate our club events, including rides and training. SMATV expects that club members are responsible for securing and arranging payments for personal expenses associated with rides and events. There may be instances when securing resources for an event that requires a down payment to secure the resource. Examples include, but are not limited to lodging, meals, and transportation. In the event a member is required to make a down payment on behalf of the club the following applies:

### General guidelines

- A signup list will be provided on a first come first serve basis.
- Members will be notified that a down payment is required and explanation of the down payment will be communicated in terms of amount due and due date.
- It is the member's responsibility to ensure that payment is made on time and understands that all down payments are non-refundable.
- If payment is not received by the due date the member will lose his/her reservation and that spot will be offered to any members on the waiting list.
- If there are no members on the waiting list the club member may be accountable for the full cost of their share.

Any questions related to the content of this policy or its interpretation should be directed to the South Metro ATV Club Board of Directors.