

TOWNSHIP OF FAIRFIELD
DEPARTMENT OF RECREATION
221 Hollywood Ave., Fairfield, NJ 07004

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Director
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BUS TRIP INFORMATION & POLICIES

AVAILABILITY

Registrations are accepted on a **first paid, first served** basis. The Recreation Director will set the release date for all events/tickets.

FEES

In order to sponsor a trip, Recreation must be able to cover the cost of the bus, therefore, all fees **must** be received **no later than** 1 week prior to event date.

CANCELLATION POLICY

1. Fairfield Recreation Department may cancel any trip due to low enrollment within 7 days of the event. If this is the case, refunds will be given to those registered. Any trip may be cancelled at any time due to weather, natural disaster, etc.
2. Any registrant requesting a refund will only receive one if they can be replaced by a person on a waiting list or another interested party. If they cannot be replaced, they will not receive a refund and are responsible for their tickets.

TRIP DAY

1. Participants are encouraged to check in 15 minutes prior to departure time.
2. **File Of Life MUST** be completed and carried by all seniors on trips.
3. All participants must act appropriately when they are on a Recreation Department sponsored trip. Any person that violates this policy may be barred from attending future events. Inappropriate behavior includes, but is not limited to:
 - a. Swearing, offensive remarks, etc.
 - b. Fighting
 - c. Possession of controlled substances
 - d. Smoking on the bus
 - e. Alcohol abuse and disruptive behavior

If it is determined that a participant's conduct is causing an unsafe or dangerous condition, the Township may refuse further transport to the participant. The Township shall be under no obligation to refund any monies, and the participant accepts full responsibility for any costs and/or expenses incurred in obtaining return transport.

4. The bus will not wait for any registered person beyond the scheduled departure time. A departure delay will only occur at the sole discretion of the driver. Any registrant failing to be aboard the bus at the scheduled departure time accepts the full responsibility for any loss incurred by them, due to their failure to be on time and the Township shall not be obligated to refund any money.
5. The Township shall not be responsible for any loss incurred by a registrant for items or personal articles brought onto or left on the bus for any reason.

I have read and agree to abide by the above policies.

SIGNATURE: _____ **DATE:** _____

DESTINATION: _____