

# Snowbird Conference and Retreat Registration Agreement

## Registrations

1. Conference & Retreat rates are published on the Snowbird Wilderness Outfitters website
2. Deposits based per attendee is required at the time of registration.

<b>Cost of Event</b>	<b>Down Payment</b>
< \$55	Pay in Full
\$55-\$139	\$50
\$140-\$199	\$75
\$200+	\$100

- Additional registrations must be done online and are subject to availability. To add attendees from inside your account click "Register Online", choose "Who you are registering", and input the number you wish to add in your chosen event and confirm your group name. From here you will be able to proceed through the payment process by clicking on "check out".
- Groups must register for a MINIMUM of 100 spots to reserve a custom date unless there are at least 100 spots already reserved for the same date. In the event the booking party brings less than the 100 attendees, they are still financially responsible for all 100 spots.
- Ski Retreats: You must provide your own transportation to and from Cataloochee Ski Area which is approximately 70 miles away.

## Final Payment

1. Payment in full is due **one month** prior to event start date.
2. Registrations are welcome up to event start date providing availability. In cases inside one month, total event balance is due upon registration.
3. All fees must be paid in US currency.
4. SWO reserves the right to charge a \$100 cleaning fee for any group that does not comply with the written check-out policy. The SWO check out policy can be found in the Student Leader Booklet on the SWO website and SWO App.
5. Please ensure the group financial administrator consents with this Registration Agreement before finalizing.

## Waiting List

1. Waiting List spots can be added by the registering group at no additional cost.

2. **Once a Waiting List registration has been made, SWO is authorized to activate the registration as openings become available.** The attendee will then assume financial responsibility for the total event.

**Cancellation and Refund Policy**

1. Cancellations > than one month fees paid **minus event deposit** are refundable.
2. Cancellations < than one month are responsible for the remaining event balance.

\*The Snowbird Wilderness Outfitters cancellation policy is non-negotiable and your organization will be charged the appropriate amount based on time of cancellation.

\*\*In the event of an exceptional circumstance we will work with your organization to reschedule.

**Required Forms (All attendees forms are to be completed on line one month prior to arrival date)**

1. Medical Release and Authorization
2. Terms and Conditions- Waiver of Liability, Release and Identification
3. Nantahala River form (seasonal)
4. Ocoee River form (seasonal)
5. Ski Form (seasonal)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_