

MONASH ARC

RALLY BOOKING INFO

As of November 2009

You MUST book in to attend each rally.

Our rally day involves 2 separate and concurrent activities:

- Standard rally day (includes 3 lessons per member with semi-regular instructors – this is included in your membership fees if you are a FULL member – Associates pay \$35 to participate)
- Specialist Instructor (one-off guest instructors – at an extra cost – members do not have to participate. This is not necessarily available every rally)

How to book?

Standard Rally Day: unless the rally date has changed, bookings for the next rally open once the current one has begun (ie, bookings are open for March from the February rally). An e-mail to this effect will be sent out by the rally organiser to the e-mail address you provided on your membership form. Bookings MUST be made more than ONE week prior to the rally date and must be made either via e-mail or you may book at the previous rally in the bookings book. This allows the rally planner time to organise groups, ensure the correct equipment is organised for the day, and the right amount of instructors are booked. If you have particular requirements (ie, no jumping), please advise at the time of booking.

Standard Rally Day Cancellations: last minute (within 24hrs) cancellations must be a text message directly to the rally planner. With more notice, an e-mail may be sent. If you are an Associate Member and you advise that you are attending a rally but do not show there will be a \$20 cancellation fee charged.

Specialist Instructor: Specialist Instructors will be booked several months in advance and members notified through the newsletter and website of which instructors are coming, what their speciality is and cost. Members may book in for a private, semi-private or group session (max. 4 riders). The cost of this instructor will be covered by members, so the cost is dependent on how many riders are in a session. Bookings are taken on a first in, best dressed basis.

Specialist Instructor Payment: You are required to pay one rally in advance to secure your spot with the specialist instructor (essentially, payment = booking). Payments are non-refundable. The only time you will be reimbursed is if there is a member who would like to take your place (there may be a waiting list).

Specialist Instructor Cancellations: Last minute (within 24hrs) cancellations must be a text message directly to the rally planner. With more notice, an e-mail may be sent. You may choose to find another member to replace your lesson with the specialist instructor, however this is at your discretion and your lesson payment will not be refunded.

Please note: Monash ARC has become very strict on rally bookings. Rally planning, finding and booking instructors, coordinating groups, layout of the day, etc, takes a considerable amount of time, and so it is an expectation of members that they will follow the guidelines provided on this information sheet.