

b) CRUISE AND BOATING EVENT REGISTRATION POLICIES AND PROCEDURES

Purpose:

To ensure that all RPYC members have an equal chance to participate in boating events of their choice, the Board of Directors has approved the following standardized registration policies and procedures effective May 8, 2008 and updated July 9, 2009.

Any changes to the Policies and Procedures may be recommended to the Board of Directors who shall have final approval responsibility. The intent is that this Policy will not be changed annually by incoming Fleet Captains/Cruise Committees.

Boating Event Categories:

1. Overnight cruises, including raft-ups.
2. Fleet-ins at RPYC.
3. Day cruises (lunch cruises, raft-ups, etc.).

Registration Policies:

1. Overnight Cruises and Fleet-ins
 - a. The deposit and the Boat and Crew Information Form may be mailed to the Cruise Leader or handed in at a Boaters' Meeting. To be valid, registration must include the completed Boat and Crew Information Form and the specified deposit. Copies of the Boat and Crew Information Form may be requested from the Fleet Captain or Cruise Leader by phone or email and it will be mailed or downloaded to you.
 - b. Checks must be made out to the Cruise Leader.
 - c. In cases where a Cruise Leader is not yet identified in the *Wheelhouse News* and/or on the RPYC Website (list of cruises) in time for the Boaters' Meeting prior to the Selection Date, the Fleet Captain shall receive the deposit check (made out to the Fleet Captain) and completed Boat and Crew Information Form.
2. Day Cruises
 - a. Cruisers may register by completing the registration sheet at the monthly Boaters' Meeting or by emailing the Cruise Leader.
 - b. A deposit will not be required.
3. Opening and Selection Dates for cruises will coincide with the dates of the monthly Boaters' Meetings. A cruise will be open during at least two Boaters' Meetings.
4. The list of cruises, including Opening and Selection Dates and Cruise leaders, shall be published in each issue of the *Wheelhouse News* and on the RPYC Website. The Website shall be updated frequently and may have more current information than the *Wheelhouse News*.

Registration Procedures:

1. All cruises will have a defined "Opening Date" for registrations not less than three months prior to the start of the cruise. The Cruise Leader may set an earlier Opening Date if necessary, such as when marinas require longer advance registrations to secure the number of slips required. Opening Dates shall coincide with a Boaters' Meeting.
2. All cruises will have a defined "Selection Date" that shall be set for the next Boaters' Meeting following the "Opening Date." The Selection Date is the Boaters' Meeting at which cruise slots are confirmed.
3. All valid registrations received up to the Selection Date will be assigned places on the cruise. If the registrations exceed the number of available cruise slots, the Fleet Captain and/or Deputy Fleet Captain shall conduct a random drawing to determine who will be accommodated on the cruise and who will be placed on a waiting list. The priority of cruisers on the waiting list will be determined by the order of the draw.
4. Any required drawing will be announced at the Boaters' Meeting and the drawing will be held immediately after the meeting. Interested boaters may stay to witness the drawing. Results will be communicated as the drawing is completed. It shall always be understood that boat slip availability may be boat size dependent and that Cruise Leaders shall use the drawing results but impact cruise slot assignments due to such size limitations.
5. All registrations received after the Selection Date will be added to the waiting list in the chronological order received by the Cruise Leader. If cruise slots are available and no waiting list was established, they will be added to the cruise in the chronological order that they are received.
6. Should cancellations occur or more slips become available, the next name on the waiting list will be notified subject to acceptable boat size by the marina.
7. Within two days after the Selection Date, the Cruise Leader will notify all who registered whether they are confirmed on the cruise or if not, their priority on the waiting list. If a cruiser chooses to withdraw from the waiting list when notified, the deposit will be refunded.