

# **BAY AREA DIVERS, INC. DIVE TRIP GUIDELINES**

The Purpose and Intent of these dive trip guidelines is to encourage the members of Bay Area Divers, Inc. ("BAD") to be Trip Leaders and develop dive trip packages that benefit the members of BAD by either making a dive trip available to BAD members at a lower cost than BAD members could obtain the dive trip individually and/or by providing BAD members with other benefits not otherwise available (such as educational opportunities and encouraging club member participation), and to assist Trip Leaders in preparing a dive trip proposal for consideration and approval by the BAD Board of Directors ("BAD BOD"). These dive trip guidelines are not intended to either provide guidance or establish requirements for how the Trip Leader and/or Divemaster should conduct a dive trip. Bay Area Divers does not sponsor trips and no money is taken in or spent on these trips.

1. The Trip Leader must be a member of BAD, with dues paid and current, at the time the dive trip proposal is brought to the BAD BOD for consideration and approval and at all subsequent times until the trip is completed. Members may propose a trip which they conduct on their own or may propose a trip organized by a commercial entity such as a dive shop or travel agent. All marketing to BAD members must indicate when a commercial entity is involved and who they are. The Trip Leader needs to identify if he is acting professionally as the Dive Master for the trip.
2. The Trip Leader must present a written dive trip proposal to the BAD BOD for consideration and approval. The dive trip proposal must include a general description of the dive trip as well as a summary of the significant details of the dive trip package such as dates, cost, whether this is organized by the member or a commercial entity, payment and refund policies, and significant inclusions and exclusions). It is understood that the Trip Leader may receive different economic and/or noneconomic benefits as an incentive to develop a dive trip package.
3. The BAD BOD will consider dive trip proposals that conform to these dive trip guidelines in a consistent manner. 4. Upon approval of the dive trip proposal by the BAD BOD, the Trip Leader may make a brief presentation to BAD members about the dive trip at BAD monthly membership meetings, as provided for by the BAD President. The Trip Leader may also advertise the dive trip in the BAD newsletter and on the BAD web page in a manner specified by the BAD BOD and the BAD Webmaster. The dive trip will also be added to the BAD calendar of events. The Trip Leader may refer to the dive trip as a "BAD Dive Trip", or similar reference, but may not indicate that the dive trip is sponsored by BAD.

Adopted by Bay Area Divers Board of Directors April 3, 2007

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