

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.

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.
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 (including dates, cost, air travel, accommodations, types and numbers of dives, travel agent or dive shop involved, dive operator for the dives, 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 treat all Trip Leaders and 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, at BAD monthly membership meetings the Trip Leader may make a brief presentation to BAD members about the dive trip, 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.
5. All participants in the dive trip, both members and nonmembers of BAD, who sign up for the dive trip with the Trip Leader must sign a Liability Release Waiver form approved by the BAD BOD. The Trip Leader must provide the original copy of the signed Liability Release Waiver form to either the BAD President or the BAD Secretary prior to the start of the dive trip. The BAD Secretary will retain the signed Liability Release Waiver form for each dive trip in the BAD permanent club records. The Trip Leader and/or Divemaster may desire to obtain other information from the trip participants, but this information need not be provided to BAD.