

Saguaro Romance Writers Meeting Payment Policy

Reservations and advanced payment through our website are strongly encouraged

Space may be limited. Venue allocates our room based on the number of advanced reservations.

Your reservation is a commitment to pay for your meal

Whether you pay in advance or not, everyone who has reserved as of 8 am Wednesday before the meeting is committing to pay for the meal. The chapter pays for reservations in advance.

For members who reserve but cannot attend, the meeting fee will be reduced to \$20

If you pay in advance, we will hand you a \$5.00 refund the next time you attend. **If you do NOT pay in advance, you still owe the chapter \$20**, which is the approximate cost of your meal.

If you reserve and cancel before 8 am the Wednesday before the meeting

You're home free. Any credits will be carried forward and there will be no obligation to the chapter.

ALL WALK-INS MUST PAY THE \$30 GUEST FEE, EVEN IF THEY ARE MEMBERS

Our system depends on having an accurate headcount and list of menu selections for our venue. We know it's sometimes hard to plan ahead and apologize for the inconvenience, but it's the compromise we've had to make to contract a professional meeting space.

For the purpose of bookkeeping, anyone who reserves or pays after 5 pm FRIDAY is considered a walk-in.

This gives us time to prepare our check-in lists.

If you reserve between Wednesday morning and 5 pm Friday you are still eligible for the \$25 (members only) meeting price.

However, you can only receive the default menu choice.

Thank you for your cooperation. Reserving in advance, paying through the website whenever possible, and submitting your menu selection before our Wednesday deadline will make our meetings run smoothly.

But don't forget, the most important rule is to show up and have fun!

Effective 2/4/2014