




## Private Charter Policy

Hatch River Expeditions offers you the opportunity to book a private trip for your group. In many cases, we are able to customize these trips to meet the specific needs of your group, whether your goal is educational, team building, or fun. The specific terms of your private charter trip will be determined in conjunction with the reservations staff at Hatch River Expeditions.\*

In order to be eligible to book a chartered trip, your group must be represented by a Group Leader who will:

- 1) Serve as the primary contact in communications with Hatch
- 2) Negotiate initial terms and communicate with Hatch staff about updates and changes throughout the reservation process
- 3) Be responsible for finding sufficient guests to fill the trip to capacity
- 4) Ensure that Hatch receives payments as due
- 5) Ensure that Hatch receives complete information as due for each guest

	<u>For a one-boat motorized charter</u>	<u>For a two-boat motorized charter</u>	<u>For oar and kayak charters</u>
<u>Number of Passengers Required</u>	16	29	16-28 (to be determined with Hatch staff)
<u>Deposits, Guest List, and Pre-Booking Forms Due Upon Booking</u> <u>(in our office within 14 days)</u>  Deposits are not refundable or transferable.	\$7500 (\$500 per person times 15 spaces – your 16 <sup>th</sup> space is free)  16 names & Pre-Booking Forms	\$14,000 (\$500 per person times 28 spaces – your 16 <sup>th</sup> space is free)  29 names & Pre-Booking Forms	\$500 per person times the number of required passengers  1 name and Pre-Booking Form per passenger
<u>Full Payment Due 120 Days Prior to Launch Date</u>	Price per guest times 15 spaces – your 16 <sup>th</sup> space is free	Price per guest times 28 spaces – your 16 <sup>th</sup> space is free	Price per guest times the number of required passengers
<u>Forms Due to Hatch 120 Days Prior to Launch Date</u>	Personal Info Sheet (1 per household)  Acknowledgement of Risk Form (1 per guest)	Personal Info Sheet (1 per household)  Acknowledgement of Risk Form (1 per guest)	Personal Info Sheet (1 per household)  Acknowledgement of Risk Form (1 per guest)

\*NOTE: In select circumstances, terms agreed upon with Hatch River Expeditions may vary from the table above.



If Hatch River Expeditions does not receive full payment when due, we reserve the right to cancel, add to, or alter your charter trip or the initial agreement.

**PLEASE NOTE: Forms and emails distributed by Hatch River Expeditions are for standard trips. If your trip has been customized, it is your responsibility to inform your group of any discrepancies.**