



Discover the Flyway  
Fall 2020  
Terms and Conditions

**Reservation Requests:** Virtual programs are reserved by completing and submitting a Reservation Request form online. All reservations are made on a first come, first served basis. Reservations will be confirmed after your Reservation Request form has been submitted. Please note that submitting a Reservation Request does not guarantee a reservation date.

**Program Sharing is Not Allowed** Virtual Discover the Flyway programs and materials are intended solely for use by the teacher who reserves and rents them. Sharing electronic documents, links, videos, or any other educational resources provided by Yolo Basin Foundation with others, other than their students, is prohibited.

**Cancellations** If you need to cancel your reservation, notify us as soon as possible. If you would like to reschedule a canceled virtual program, every effort will be made to accommodate you but availability is not guaranteed. If a preferred program time or date is not available, you may add your name to a waitlist. In the event of unsafe conditions or other unforeseen events, Yolo Basin Foundation may need to cancel a reserved activity. We will provide as much notification as possible and do everything possible to reschedule.

**Group Size:** One class per presentation (no exceptions).

**Supervision:** The teacher is responsible for supervision and must be available to moderate student behavior at all times.

**Teacher Workshop:** Teachers are required to read or view Teacher Information for Virtual Programs before reserving and participating in any Discover the Flyway virtual programs and activities. Teachers are required to attend a one-time Teacher Workshop before bringing their students on an in-person field trip.

**Fees** Preferred methods of payment are credit card or check payable to Yolo Basin Foundation at least one week prior to the program.

**Invoices** If your district requires an invoice, email your request to [hsatter@yolobasin.org](mailto:hsatter@yolobasin.org), and include all of the following information in the emailed request: Teacher(s) name - School name - email where the invoice is to be sent - Dates each reserved activity.

**Refunds** All refunds due to cancellation are subject to a \$10 administration fee. No refunds will be given within 14 days prior to the start of the program.