



## Colonial Figure Skating Club, Inc. Ice Session Switch Policy

### Summary of switch policy:

- Skaters receive double the number of “book-period-switches” as pre-booked sessions/week
- Skaters receive unlimited “same-week-switches” for pre-booked ice
- Skaters receive unlimited “same-day-switches” for pre-booked ice

### “Book-period-switches”:

Colonial Figure Skating Club, Inc. (CFSC) members booking ice will be allocated equal the number of switches per booking period as the number of sessions they book per week, e.g. If you book 6 sessions per week, you may cancel and switch 6 sessions during the same booking period. The sessions may be cancelled within the current week, and switches may be used during any week following during the same booking period. Same day/same week switches are unlimited.

### “Same-week-switches”:

Members booking ice will be allowed unlimited same-week-switches to be used during the same calendar week, e.g. If a skater has booked two sessions on Friday, but knows they will not be at the rink on Friday, they may switch them to the Mon -Thurs, or Sat - Sun of the same calendar week. All same week switches will be null and void once a new calendar week commences on each Monday. Same-week-switches will not be counted toward your switch allotment.

### “Same-day-switches”:

Members booking ice will be allowed unlimited same-day-switches. Same-day-switches may be used only on the current day, not to be used in any other week during the booking session. Same-day-switches will not be counted toward your switch allotment.

All switches must be used during the booking period in which the skating session was cancelled. All switches will be null and void once a new booking session has begun.

### Switching from a session:

In order to switch from a session, you must cancel the session prior to its start time. You must notify the office of a cancellation either by telephone, in person, or via email before the session start time. Your cancellation will be recorded on the daily check in sheet/program. Data from the check-in sheet will be transferred to each skater’s switch record, located in the Colonial office.

### Switching to another session:

At the time of a walk-on, a skater’s switch record will be checked and an unused switch will be applied as “payment” for the walk-on. If no switch is available at that time the skater must pay the walk-on fee for the session, plus any difference that must be paid.

### Walk-on payments:

All CFSC walk-on ice is on a Pay-As-You-Go Basis. All walk-ons must be paid for before you go on the ice. The following options are available.

- Those who wish to make a deposit on account to be used towards walk-ons may do so. Walk-ons will then be charged against this deposit until used up.
- CFSC accepts MasterCard, VISA, AMEX, & Discover. If you wish, walk-ons may be charged to your credit card on file.

We are hopeful this will clear up any questions or confusion related to our Switch Policy. We are pleased to be able to offer this privilege to our members as a thank you for booking ice in advance.