



Tour du Canada Practices and Policies

GENERAL: This statement covers essential rules that are a condition of registration for participation in Tour du Canada. Riders have a right to expect that Cycle Canada, as organizer, and its staff will make all reasonable efforts to ensure that Tour du Canada riders complete the trip and are enriched by the cycling experience. We hope all riders find companionship within the group, are tolerant of other members of the group and help make the trip a memorable and positive experience for all. Tour du Canada is structured as a co-operative venture. It is expected that all riders enter into that spirit.

ORIENTATION AND TOUR WRAP-UP: The Tour starts with a full-day orientation session in Vancouver. Tour fees include accommodation on the night before the orientation session. The first riding day is the day after the orientation. The Tour arrives in St. John's just ahead of the Labour Day weekend. The formal end is at an awards banquet, either dinner on the final riding day or brunch on the next day.

DEPOSITS AND FINAL PAYMENTS:

- A registration application is to be accompanied by a registration fee of \$100. The registration fee is not refundable but does apply towards the total fee set for participation in Tour du Canada.
- Completed forms required for a registration must be accompanied by an additional deposit amount of \$600. Deposit amounts are not refundable or transferrable but do apply towards the total fee.
- If a rider cancels after paying the registration fee, that amount will be donated to the Tour du Canada Bursary Fund.
- Fees are in Canadian funds but special arrangements may be made for payments in other currencies.
- The final amount of the fee is due 90 days before the date of the Orientation session in Vancouver. If payment is not received by the due date and if, at that time, there is a waiting list of riders wanting to register, someone on the waiting list may be given the opportunity to take that space on the Tour.

GALLEY DUTY: Each rider becomes a member of a galley crew to serve on meal preparation and clean-up duty on a regular rotation. Riders agree to participate willingly in these responsibilities.

FEES AND THE BUDGET: Tour fees include three meals a day, accommodation costs, major ferry charges and expenses associated with a support vehicle. The organizer provides galley equipment. Accommodation is mainly camping but riders stay indoors in some locations along the route. Riders bring their own bikes, tents and bedrolls. Fees are designed to make the Tour accessible to all, including those on limited budgets. We provide all the basics but this is a no-frills trip. Meal plans are high in carbohydrates and we plan as much as possible for vegetable proteins and seasonal fresh produce for a balanced diet. A portion of fees paid for the cross-Canada ride go to Tour du Canada, a non-profit corporation. That amount represents shared costs and is exempt from Canadian goods and services taxes (Goods and Services Tax and Harmonized Sales Tax). The balance is paid to Cycle Canada as organizer of the Tour and that amount is subject to GST and HST. Details of the fee breakdown and taxes collected will appear on receipts issued to riders.

VEHICLE SUPPORT: A support truck carries galley equipment, group supplies and personal gear. Riders are encouraged to ride all the way and the truck does not follow behind to provide on-road support to riders.

INSURANCE: The Board of Tour du Canada recommends that participants obtain cancellation, travel and other insurance coverage as appropriate. Riders are urged to seek professional advice about insurance when planning for Tour du Canada.

Tour du Canada Practices and Policies

CANCELLATION: Cancellations must be made in writing and must come from the participant or a person legally entitled to act on the participant's behalf.

- If a rider cancels within 30 days of the start of the Tour, the full amount paid is not refundable. The amount allocated to Tour du Canada, which represents shared-cost expenses for the Tour, is forfeited. The amount allocated to Cycle Canada, as organizer, less the deposit amount, will be transferred to the Tour du Canada ride in the following year.
- If a rider cancels between 90 days and 30 days before the start of the Tour, a portion of the final amount paid is not refundable. The portion that is not refundable will be a pro rata amount based on the date that Tour du Canada receives notice. For example, if cancellation notice is delivered 60 days before the orientation date, one-half of the final payment amount will be transferred to Tour du Canada in the following year.
- It is the policy of the Board of Tour du Canada that there are no refunds for anyone who leaves the Tour while it is underway.
- Cancellation provisions applicable prior to the start of the Tour may be modified at the Board's sole discretion, if there is a waiting list for participation in the Tour and someone does take a space being vacated.
- A waiting list as applied to the cancellation policy means after 40 riders if there is just one scheduled group and after 50 riders in total in an expanded single group or two groups.
- Where a cancellation results in an amount being transferred to the following year, participation will be subject to all terms and conditions applicable to that Tour year, including availability. The rider must complete all required application forms in a timely manner.

COMMUNICATION: Cycle Canada provides a communication system for participants that allows it to keep track of riders' whereabouts and assist with problems as necessary. Drivers do not carry mobile phones for communication with riders. Mobile phones can be a dangerous distraction for drivers when driving.

PRIVACY: Our policy is that if you contact us with your name, address and any other personal information, we will not sell, rent, trade, "partner" or distribute that information to any third party, except where required by law or as authorized by the participant in the Tour. Cycle Canada expects that Tour du Canada riders will honour this policy.

SPONSORSHIP: From time to time Cycle Canada receives queries from people who want to associate a cross-country ride with a charitable or for-profit organization. Tour du Canada's mission, as stated in its articles of incorporation, is to promote cycling and cycling related activities.

- The policy of the Board of Directors of Tour du Canada is that sponsorship or fundraising activities are not permitted in connection with Tour du Canada. The co-operative nature of the ride means that participants must be fully committed to making the trip an enriched experience for all riders. Sponsorship or fundraising activities are not consistent with that co-operative concept.
- Tour du Canada, as an organization, does support fundraising for a Bursary Fund that is designed to assist young riders who want to participate in the Tour.
- Cycle Canada, the organizer, is the owner of the registered trademarks Tour du Canada® and CycleCanada®. Cycle Canada reserves all rights in connection with its trademarks and copyright material.
- Anyone with sponsorship or fundraising goals in connection with a cross-country ride should contact Cycle Canada for further information.

CODE OF CONDUCT: Tour du Canada is a rigorous event that may, on occasion, involve situations of high levels of physical or emotional stress. The organizer is aware of this potential and staff training includes discussions of how to recognize such situations. As a general rule, all that is needed is a cooling-off period. However, the organizer recognizes that there are rare circumstances of behaviour that is beyond the normal range of what is acceptable. If the conduct of an individual participant in Tour du Canada is disruptive to the group as a whole or degrading to any individual, the person responsible for such behaviour may be required to resign from the trip. In such a case there will be no refund of fees or for pre-paid and/or travel expenses. In the case of an incident that may fall within the purview of this provision, a review procedure will be commenced and the individual involved will be so notified.