

Date: May 11, 2005

To: TCBC Ride Leaders

From: Patt Seleen & Pete Hawkins, TCBC Leader Liaisons

Subject: **Ride Cancellation Policy (revised)**

**Clarification of TCBC ride cancellation protocol:**

For all rides, the option to cancel the ride is the sole prerogative of the leader, but leaders must show up at the ride start on time or send a qualified replacement even if their intention is to cancel the ride, except for the following circumstances:

For winter, night, or mountain bike rides and all rides starting outside of the Twin Cities metropolitan area, if the ride leader wishes to have the option to cancel the ride without going to the start, then the ride leader must provide his/her phone number in the ride description along with the statement "call leader before coming to start to see if ride has been canceled".

Electronic communication via the TCBC e-group may also be used for notice of cancellation, but not in lieu of providing the telephone option.

If no telephone option for notice of ride cancellation as described above is given in the ride description for the ride categories listed, then the leader must show up at the start on time or send a qualified replacement even if the intention is to cancel the ride.

When a ride has been canceled, the leader must still submit a ride report stating that the ride was canceled.