

FRIENDS OF ROLLO RECEIVES GRANTS TO FUND TRIPS FOR YOUTH GROUPS WHO CANNOT AFFORD TO PAY FOR A TRIP ON THEIR OWN. IF YOUR GROUP CAN AFFORD TO PAY FOR THEIR OWN TRIP, PLEASE DO NOT REQUEST A TRIP FROM US.

IMPORTANT: Please read these instructions CAREFULLY prior to requesting a trip

Please fill out the form completely, print clearly, and **fax the completed request form to 858-350-5875**. Request forms must contain a valid e-mail address and requestors must respond to e-mails timely, as this is our primary communication mode. **Requests must be faxed at least six weeks prior to the earliest requested trip date.** Requests via e-mail or telephone are unable to be processed.

- State 3 specific dates when your group can go (i.e. "8/1/11", not "any Wednesday"). Make sure to check school and holiday schedules AND VERIFY YOUR GROUP MEMBERS AND TRANSPORTATION AVAILABILITY prior to selecting dates. Because kids often go on vacation with their family around major holidays, dates close to a major holiday usually don't work well.
- Dates specified must be a non-holiday weekday from April through October. Our organization is unable to fund holiday or weekend trips due to the significant cost of those trips. Please do not request those.
- Unfortunately once we schedule the trip, if the group can't adhere to that schedule, we are unable to modify the trip and will have to cancel your request, so great care should be taken in selecting dates (that your group will be available for) and in completing the trip request form accurately and completely.
- Times shown for 1/2 day and 3/4 day trips are approximate and represent the time spent on the boat. Groups must arrive at the landing at least one hour before departure time. We primarily fund 1/2 day trips. 3/4 day trips are only available for groups that must travel a considerable distance to the landing or have other significant obstacles, or groups willing to co-fund the additional cost of a 3/4 day trip.

SCHOOL GROUPS: In addition to the completed trip request form, you will need to submit a letter from your school principal/administration stating that your group "will be allowed to attend a weekday fishing trip during school hours and that transportation will be available and provided if given a 30 day advance notice". School group requests will only be considered if accompanied by this letter, and the letter needs to be faxed with the trip request form.

PLEASE NOTE: GROUPS MUST HAVE AT LEAST 25 KIDS TO BE VIABLE. ANY TIME AFTER YOUR TRIP HAS BEEN REQUESTED OR SCHEDULED, IF YOUR GROUP SIZE WILL BE LESS THAN 25 KIDS, YOU NEED TO NOTIFY US IMMEDIATELY AS YOUR TRIP WILL NEED TO BE CANCELLED.

To ensure everyone's safety and enjoyment, please note the following:

- **Adult chaperones are expected to devote their full attention to assisting the youth participants and are prohibited from fishing, other than providing demonstrations to youth.**
- Any youth participant 16 and older and all adult chaperones will need to purchase a California fishing license for about \$15 each (cash only) at the landing prior to departure. Friends of Rollo does not cover this cost. This is a California Department of Fish & Game regulation and is not negotiable. Any group who will not comply with this requirement will be unable to participate in our program.
- Transportation to/from the landing is the sole responsibility of your organization. Friends of Rollo cannot arrange for or pay for transportation.
- Fish cleaning is usually available on the boat; however, Friends of Rollo does not cover that cost.
- Groups need to be respectful of the boat/landing/captain/crew by behaving appropriately and following directions. Proper supervision of youth must be provided at all times. If a group does not behave appropriately, their trip may end prematurely and they will be unable to request another trip from Friends of Rollo again. Groups will also be prevented from future trips if they do not show up for their trip, are late, do not follow the rules, or are dishonest or disrespectful with Friends of Rollo, the landing, or the crew.
- Groups that contain disabled children may have more adult chaperones, including up to a 1:1 ratio if needed, than a typical group would have to ensure the children's safety and enjoyment.
- If your group requires wheelchair access, please make sure to note that on the trip request form.

