

SIGN-UP FORM DIRECTIONS AND PROCESS

SIGN-UP DEADLINE: JULY 17TH, 2020

Directions: Due to the updated process PLEASE REVIEW CAREFULLY. When you are ready to sign up for trips, visit sinhg.org/currenttrips and click on the SignUp! button.

- Fill in your name – one person per form, phone number and an email address. **Please be careful when writing your email being sure to include capitals, underscores, numbers, etc. clearly.** Remember that some email addresses may be case sensitive.
- **Enter the trip number and trip title in the order of preference.** If you would like to select more than eight trips, a second form must be filled out.
- If you are signing up with someone else, please note that persons name on the line that 's provided at the bottom of the page.
- At this point you have two choices –
 - Choice #1: If you would like to continue to pay by check, print the selection form and write a separate check for each trip selected. **Mail your checks and form to SINHG. PMB 612, 130 Gardner's Circle, Johns Island, SC 29455, % Trips**
 - Choice #2: Submit you form online. Any forms submitted online will automatically be invoiced when a trip position has been assigned.

New Online Process

1. All selection forms are submitted either online or by mail.
2. The trip coordinator will assign SINHG members to trips.
3. Each Member will receive an invoice and cover letter for the trips that they have been assigned.
4. Each Member will proceed to the SINHG store, enter the quantity on the proper trip, and proceed to pay online utilizing PayPal.
5. If a Member fails to pay within the 7 days of receiving their invoice, they will be re-assigned to the waitlist and someone else will be moved up to the trip.
6. If a member who is paying online moves up from the waitlist they will need to bring a check to the trip leader on the day of the trip.
7. All members will be notified on accepted trips and waitlisted trips.
8. Please review the **SINHG cancellation policy**.