

YELLOWKNIFE MINOR HOCKEY ASSOCIATION

PROCEDURES FOR BOOKING GROUP AND FAMILY TRAVEL

9 January 2008

1.0 BACKGROUND

Canadian North has agreed to provide preferred air travel rates for Association players and their immediate families who are participating in out-of-town tournaments and to out-of-town players and their immediate families who wish to participate in Association tournaments and other programs.

Unlimited discounted tickets will be made available at 30% off MNorth class (\$810.20). The current rate is \$567.14 for Yellowknife to Edmonton return (all fees and taxes included). The MNorth rate is subject to change (the amount listed is as of October 30, 2007).

If one is able to obtain a better fare, Canadian North would appreciate an opportunity to match that fare.

The procedures for booking group and family travel are as follows:

2.0 GROUP TRAVEL

- The Association (Director, Sponsorship and Fundraising) will provide Canadian North (Attention: Cleo Bromley) with the name of the person representing the team or group seeking travel support.
- All arrangements with Canadian North shall be made only by the nominated person.
- The process for booking travel includes:
 - Determine the number of persons traveling in the group.
 - Coaches are eligible for the preferred fares when traveling with the group.
 - Contact Cleo Bromley at: 669-4020
 - Quote the code “YKMHA”
 - Cleo will advise if adequate space is available and will book the travel arrangements
 - A locator code will be provided for the group travel
 - Ten days prior to departures, the nominated person must contact the Canadian North Call Centre (1-800-661-1505) to provide a list of passenger names, their contact information (phone numbers and e-mails) and Aeroplan numbers.
 - Airfares must be paid at time of final reservation.
 - Airfares may be paid through a single “lump sum” payment or through individual payments for each passenger.
 - In either case, the relevant credit care information must be provided.

3.0 FAMILY TRAVEL

- The immediate family members of a player or coach are eligible for preferred rates when traveling to a hockey tournament
- Family travel arrangements may be made through the Canadian North Call Centre by quoting the code “YKMHA”.

4.0 RULES AND RESTRICTIONS

- One stick bag and one puck bag will be allowed per team as excess baggage.
- The Canadian North Play Fare Program will apply – book ten tickets and the 11th ticket is free.
- No discount travel is permitted on Thursday evening (Flight No. 445) without prior permission by Cleo Bromley.
- Players planning to attend a hockey school or to play hockey in southern Canada are not eligible for the preferred rate. They must request a special rate through the “Community Investment” on-line application which will be reviewed on a case-by-case basis.
- From time to time, Canadian North has seat sales which may be available at the time of booking. There are usually a very limited number of seats available on each flight and there are restrictions associated with the fare – no changes are permitted and no refunds are provided if the travel is cancelled.