



Bus Trip Instructions

- ALL ARE WELCOME! You do NOT have to be a member of the Center Moriches Library or of the FOL to join us.
- Reserve your seat as soon as possible, trips fill up quickly!
- Reservations are confirmed by receipt of check only. No verbal reservations are accepted.
- Confirmation of your reservation will be sent to you.
- Your confirmation will include bus trip pick up and drop off times and any necessary details/information that you will need. Include your telephone number with your reservation so we may contact you concerning any problems or changes. Telephone numbers are kept confidential and are used for bus trips and FOL business only.
- All trips will depart from the back of the Center Moriches Library unless otherwise instructed. Buses must adhere to scheduled departure and return times. Be present at least 15 minutes before departure and return. The bus cannot wait beyond the planned departure time.
- Carpool to the library when possible. Bus trip parking is in the lot off of Railroad Avenue (adjacent to the post office) or on the street. Please do not park in the lot directly behind the library as it is for library and daily patron use only.
- Reservations for EACH trip may include payments for multiple individuals. Make sure you include the number of persons in your party. Reservations will be made in your name.
- Coach bus and driver's gratuity are included in the cost of the trip.
- DO NOT add multiple bus trips on one check. Each bus trip payment must be made on **separate checks** with reservation form.
- **Make checks payable to:** "Friends of the CM Free Public Library" and mail to Friends of the Center Moriches Free Public Library Inc., PO Box 704, Center Moriches, NY 11934 **or** use the FOL donation mailbox in the library located to the left of the thrift shelves.
- **Refunds:** Cancellations **MUST** be received by us 10 days prior to the trip, otherwise the payment will be non-refundable. Phone cancellations are **NOT** accepted. All cancellations **MUST** be made by written request by the person who made the original reservation. Mail cancellations to Friends of the CM Library, PO Box 704, Center Moriches, NY 11934. If you have a person who will take your place, please inform us.

IF 40 SEATS ARE NOT SOLD ON ANY TRIP, THE TRIP WILL BE CANCELLED.

COVID restrictions apply and in accordance with CDC guidelines in effect at trip time.