



March 29, 2020

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**RE : POSTPONEMENT OF THE BINGHAM CUP OTTAWA 2020**

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Dear IGR Community and Friends:

This communication is to inform you that due to the unfolding COVID-19 pandemic and the impacts it is having around the world on each and every one of us, the Bingham Cup Ottawa 2020 Organizing Committee with the agreement of the IGR Executive Committee, have made the regrettable but necessary decision to postpone all Bingham Cup Ottawa 2020 tournament related activities.

This decision was difficult to make. We did not make it hastily. We approached it in the same intentional, measured and reasoned manner that has been the hallmark of our team's approach thus far. The Organizing Committee has been working tirelessly for almost three years on the 2020 edition of the Bingham Cup. However, we feel given the current state of the world it is the most logical choice. The postponement is an important measure which contributes to our collective efforts to reduce the spread and negative impact of COVID-19.

In order to ensure that the Bingham Cup remains on a regular schedule, the Organizing Committee and IGR Trustees have agreed that **the Bingham Cup will be rescheduled to be held in Ottawa in August 2022**. This will ensure that the groundwork already laid by the Ottawa Wolves and the Organizing Committee is not wasted. This also allows the Union Cup and the North American Championship tournaments to go ahead as planned.

**Corporate Wind-Up and Refunds**

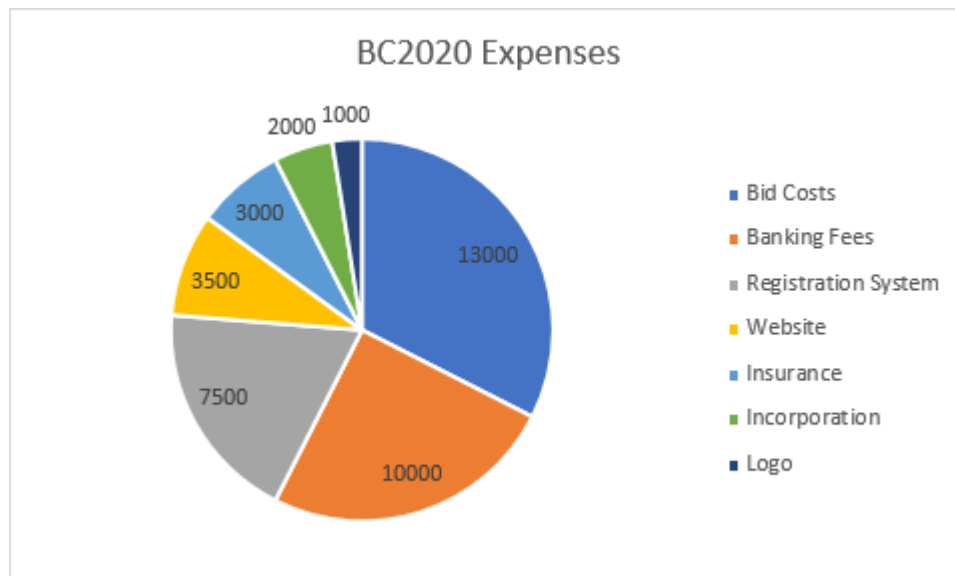
We understand that many members of our IGR family who were planning to attend are facing significant financial hardship and uncertainty as a result of the pandemic. This

is why we will proceed with a refund process which will allow the Organizing Committee to completely close out the financials on the Bingham Cup 2020, effect a full corporate wind-up and allow us to start anew for 2022. We wish to put back as much money in the pockets of our fellow rugby players and clubs and assist them in weathering this unprecedented challenge.

### Refund of Registration Fees

The timing of the COVID-19 pandemic is at a critical time for us as the Organizing Committee was already deep into the execution phase of the event. We had already paid invoices for work that has been completed to date. **Fortunately, most of that work will continue to be of benefit when we host the Bingham Cup in 2022.** Once the agreement to postpone was confirmed, we urgently worked with our partners and vendors to close out any outstanding financial obligations. We engaged with every single partner to cancel any contracts, extend timelines, and minimize financial consequences with the understanding we wish to come back and execute our plan in August of 2022.

While we intend to deliver a detailed financial report to IGR as soon as it is practical for us to do so, we want to share a simplified version with you right away:



The approximate non-refundable expenses to date are \$40K CAD as broken down in the chart above. Of these expenses, things like the registration system and website will be used again in 2022. In fact, we have managed to keep the money lost in postponement to approximately \$13K CAD.

Fortunately, we have received approximately \$22K CAD in grants and donations which have been applied to the expenses to date. This leaves only ~\$18K CAD which must be covered by a holdback of paid registration fees as follows:

- Rafting Excursion Fees will be refunded less a 3.5% credit card processing fee.

- Accomodation Deposits will be refunded less a 3.5% credit card processing fee. Note that the Resiada reservation processing fee of \$15.75+tax is non-refundable.
- Registration Fees will be refunded less a 9% holdback.
- Please allow 7-10 business days for refund processing.
- No action is required on your part.
- Refunds will be processed to the same card used for the purchase.
- All charges and therefore all refunds are processed in Canadian dollars. Your bank / credit card provider will determine the exchange rate at the time of refund and may assess a currency conversion fee. We regret that such fees are not known to us and beyond our control.

Fee Example (Pre Tax)	% & \$ value of reduction	Net Refund
Rafting \$150	3.5% (\$ 5.25)	\$144.75
Accomodations \$470	3.5% (\$16.45) and Resiada Fee (\$17.80)	\$435.75
Registration \$290	9% (\$26.10)	\$263.90

#### Cancellation of Bookings Through Resiada

Every reservation booked within the block at resiada.com has been cancelled. **Anyone who booked directly with a hotel or through another booking service should cancel that booking directly.** Please allow 7-10 business days for your refund to be processed.

In closing, we thank you for understanding that this is the best way forward, given these circumstances. We will see each other soon, but in the meantime stay home, stay safe and support each other.

With you always,  
Bingham Cup Ottawa 2020 Inc. Organizing Committee