



## REFUND POLICY

You may cancel your place on a Village Care International Team at any time. However, because preparations for your spot on the team are initiated with your application, your \$500 deposit covers this work and is therefore non-refundable. We will apply your deposit to another trip departing within one year to the same country as your original application.

A change fee of \$250 will be charged for a transfer to a trip date for a different country.

Consequently, if you cancel or transfer, you may apply your non-refundable \$500 deposit **one time** to another VCI scheduled trip within 12 months of the original departure date from the US, subject to space availability. If you cancel within 60 days of your departure date, you will receive only a partial refund (see below).

**If you cancel your trip for any reason, you must notify Village Care International in writing.** VCI will not make refunds for unused portions of the trip or because of your inability to participate according to the scheduled itinerary. If the trip is canceled due to US State Department travel warnings, you will receive a partial refund according to the standard refund schedule outlined below:

### Refund Policy Based on Cancellation Date:

- Over 60 days from departure date: \$500 trip deposit is not refunded. 100 percent of balance paid is refunded minus any applicable bank, airline or travel agent service charges.
- 31-59 days from departure date: \$500 trip deposit is not refunded. 75 percent of amount paid is refunded minus trip deposit and any applicable bank, airline or travel agent service charges.
- 15-30 days from departure date: \$500 trip deposit is not refunded. 50 percent of amount paid is refunded minus trip deposit and any applicable bank, airline or travel agent service charges
- 0-14 days from departure date: \$500 trip deposit is not refunded. No other refund will be made for any reason under any circumstances.

Village Care International, Inc. may cancel any volunteer trip at any time. VCI may also reject any application anytime before departure. VCI will refund the total amount you paid if: (1) the trip date you chose is filled at the time you apply; (2) if VCI does not accept your application for any reason; or (3) if the trip is canceled for any reason other than a US State Department travel warning that applies to the country to which you are traveling.

We strongly encourage team members to purchase travel insurance to protect their investment throughout their trip. If you choose not to purchase travel insurance, Village Care will not be responsible for any reimbursements of monies paid to cover emergency travel or medical evacuation.