



## Travel Policy

### Payment

- Trips less than \$500
  - Total payment due at time of reservation
- Trips \$500 or more and less than \$1500
  - \$500 deposit due at time of reservation
  - Balance due 90 days prior to departure date
- Trips \$500 or more
  - \$500 deposit due at time of reservation
  - \$500 payment due 180 days prior to departure date
  - Balance due 90 days prior to departure date

### Cancellations/Refunds

- Deposits are non-refundable.
- All seats on the trip must be filled before refunds are processed. Refunds for cancellations initiated by the traveler will be made only if the cancelled seats are sold to other travelers.
- Refunds for cancellations initiated by a resort or dive operation will be subject to the refund policy of the specific resort or dive operation.
- Variations to this policy must be approved in writing by HSA management.

### Travel Insurance

HSA recommends travelers consider purchasing travel interruption/cancellation insurance. Travelers may pick up information and applications at HSA, but it is the responsibility of the traveler to apply for and to pay for the insurance directly with the insurance company. Any claims are made and settled strictly between the traveler and the insurance company.