

Short Term Missions Financial Policy

Adventures In Missions invests time and resources in developing ministry relationships across the world in order to provide the best possible ministry experience and discipleship opportunity for groups and individuals on all AIM mission projects. We do this while striving to keep the prices as low as possible for everyone. For this reason, Adventures In Missions has adopted the following policies:

DEPOSITS:

A \$75 per person, non-refundable deposit is required to secure each participant's space on each mission project. The deposit will apply towards the total cost of the trip.

TRIP PAYMENTS:

Following payment of the deposit, the remaining trip balance will be invoiced in two equal installments:

- The first payment is due no later than 75 days prior to the project start date.
- The final payment is due no later than 45 days prior to the project start date.

NOTE: Groups or individuals signing up less than 45 days prior to the project start date must submit payment in full to secure their spot on the trip. All invoices must be satisfied prior to any participation on mission project. Returned checks will be subject to an insufficient funds charge.

ADDING PARTICIPANTS:

To add participants after the original deposit or original balance has been paid, please submit an "Add Request" from the User Account. The \$75 non-refundable deposit for each additional participant is due at the time of the request.

DROPPING PARTICIPANTS:

To drop participants after the deposit has been made, please submit a "Drop Request" from the User Account. The original deposit is non-refundable. All drop requests must be completed no later than 30 days prior to project start date.

SWITCHING PROJECTS:

To switch from one mission project to another mission project, the following will apply:

- New mission project must begin within the same fiscal year (October 1 – September 30).
- All monies paid for original mission project will be transferred to the new project.
- 30 or more days must remain prior to either project start date.

PROJECT CANCELLATIONS:

Cancellation by Participants:

At any time a mission project is cancelled by the project participant(s), all monies paid will be non-refundable. Adventures In Missions must be notified of the decision to cancel a mission project in writing by mail, email, or fax. The date on the postmark, email, or fax will establish the cancellation date. Monies may be refunded, with the exception of the initial deposit, for medical or personal emergencies at the discretion of Adventures In Missions.

Cancellation by Adventures In Missions:

In the event a project is cancelled (at AIM's sole discretion) due to terrorism, acts of God, man-made disasters, other extraordinary events, or minimum trip participant requirement was not met, affected parties may do one of two things. They may transfer to another available location, or if unable to transfer locations, monies may be refunded.