

## **RLI Emergency/Cancellation Policy**

As a nonprofit organization, we are committed to responsible stewardship of donated and grant-funded resources. This Emergency Travel Policy explains how our organization will address unexpected problems related to **entry into or exit from countries after travel has been fully planned and expenses have already been incurred.**

### **Purpose and Scope**

This policy applies to all international travel organized, sponsored, or coordinated by our nonprofit, including flights, lodging, program activities, and ground transportation, when complications arise due to government or border authority actions.

### **Examples of Entry and Exit Issues**

Circumstances covered by this policy may include, but are not limited to:

- Denial of entry or exit by immigration or border authorities
- Sudden changes in visa or entry requirements
- Passport validity or documentation issues
- Government-imposed travel bans, border closures, or restrictions
- Political instability, public health emergencies, or security events
- Decisions made by airlines or border officials beyond our control

### **Nonprofit Responsibilities**

Once travel arrangements have been finalized and payments made:

- Our organization will make good-faith efforts to assist participants in understanding the situation and identifying possible alternatives.
- We will communicate with airlines, accommodations, and local partners to seek refunds, credits, or changes when feasible.
- We cannot guarantee refunds, rebooking, or successful entry or exit, as these determinations are made solely by governments, airlines, and third-party providers.

### **Participant Responsibilities**

Participants are responsible for:

- Ensuring that passports, visas, and all required travel documents meet current entry and exit requirements for destination and transit countries.
- Staying informed of changing international travel regulations.
- Understanding that failure to meet entry or exit requirements does not constitute organizational error or negligence.

### **Financial Considerations**

- Funds already expended on non-refundable travel services cannot be recovered and must be absorbed by the participant or program, as applicable.

- Additional costs resulting from delays, rebooking, alternate routing, or extended stays are the responsibility of the participant unless otherwise determined by the organization.
- To protect both participants and nonprofit resources, travel insurance is strongly encouraged.

**Stewardship and Limitation of Liability**

As a nonprofit organization, we must protect shared resources. We are not liable for losses, delays, or disruptions caused by governmental actions, border enforcement decisions, or participant ineligibility to enter or exit a country.

**Acknowledgment**

By participating in travel organized by our nonprofit, individuals acknowledge the inherent risks of international travel and agree to the terms of this Emergency Travel Policy.