



## Outdoor Recreation Refund Policy

3 days or more prior to trip date: 100%

2 days prior to trip date: 50%

1 day or less prior to trip date: **No Refund**

- No show refunds are only authorized due to unforeseen duty commitments, emergency leave or illness.
- No show refunds must be documented and have either first sergeant or squadron commander signature.
- Receipts must be turned in with all refund requests.
- Entrance fees are non-refundable
- Any unrecoverable costs will be charged against all refunds. (e.g. hotel rooms, airline tickets, deposits)
- Refunds of \$100 or more will be issued in the form of a check and generally require 3- 5 business days to process.

We appreciate your understanding. Osan Outdoor Recreation