



USA | ATHLETES INTERNATIONAL

# Trip Cancellation Form [ FORM C ]

**WE REQUIRE NOTIFICATION OF CANCELLATION IN WRITING TO:**

USA Athletes International, Inc. 12819 S. Navaho Dr Olathe, KS 66062  
Fax 913.782.5556 – ALL FAXED FORMS MUST BE CONFIRMED BY TELEPHONE

You must use this standard form for any participant who is unable to travel and must withdraw from his/her trip.  
Please send it to USAAI immediately.

### Current Trip Information

Today's Date \_\_\_\_\_ Trip Name \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Trip Code \_\_\_\_\_ Departure Date \_\_\_\_\_

Participant Type (Circle): Athlete Coach Assistant Coach Supporter

### Cancellation Policies *This form cannot be processed without proper signatures.*

Prior to Departure	Cancellation Policy
121+ Days	\$600.00 deposit
120 – 90 Days	50% of the total trip cost due
89 – 65 Days	75% of the total trip cost due
64 – 35 Days	<b>No Refund total trip cost due</b>
34 – 15 Days	<b>No Refund total trip cost due</b> Plus \$425.00 roommate private accommodation surcharge
14 Days or Less	<b>No Refund total trip cost due</b> Plus \$425.00 roommate private accommodation surcharge

**NOTE** | Total trip cost includes a \$600 non-refundable deposit

Passenger Signature \_\_\_\_\_ Date \_\_\_\_\_ Daytime Telephone (\_\_\_\_) \_\_\_\_\_

Parent/Guardian's Signature (If athlete is under 18) \_\_\_\_\_

Parent/Guardian's Printed Name \_\_\_\_\_

Comments: \_\_\_\_\_

#### USAAI Use Only

Date Postmarked \_\_\_\_\_ Date Received \_\_\_\_\_ Date Processed \_\_\_\_\_

Days to Departure \_\_\_\_\_ Cancellation Amount \_\_\_\_\_ Amount Still Due \_\_\_\_\_

USAAI Signature \_\_\_\_\_

NOTES:  
Rev. 04.11

Date Sent \_\_\_\_\_