



Reimbursement policy

BAUS will reimburse reasonable travel and hotel expenses for Urolink visits. These must be:

- agreed in advance,
- are for economy airfares only,
- for reasonable accommodation costs.

BAUS will not reimburse incidental costs including:

- upgraded airfare costs, which are entirely at the traveller's expense,
- food and drink whilst in transit or abroad,
- transfers to or from airports in the UK, or the country visited.

A **[BAUS Expenses Claim Form](#)** can be downloaded here for agreed expenses.

Reimbursement is usually conditional on the provision of a feedback report, regarding the centre visited, and monies will not be transferred until that report has been received.