

Depositing / Exchanging Rules & Procedures



Depositing

- HTSE accepts ONLY "RED" weeks (*refer to RCI book*)
- Hawaii weeks: Deposit two years to two weeks prior to start date
 - Late Deposit Fee – Hawaii weeks less than 13 days prior to start date \$149
- Mainland weeks: Deposit two years to 60 days prior to start date
- Lawai Beach Resort deposits:
 - Resort requires a written request either by fax or email to do any depositing; include the year you are depositing and the exchange company
(For example: "I would like to deposit my 2022 week with HTSE)
- All other resort deposits:
 - Call your home resort and set up an actual reservation.
 - We will need the dates, unit size and if available the unit number or confirmation number for the week you have deposited.
 - Call HTSE to bank at 866-860-4873 or fill out the online form at <http://www.htse.net>.
- Deposited week is good for two years based on the start date.
 - 6 month extension of expired week \$79 (two times per week max)
 - 1 year extension for \$119 (one time transaction per week)
- Deposited weeks CANNOT be rented. EXCHANGE USAGE ONLY.
- There is no charge to add a guest name to a confirmed exchange.

Bonus weeks

- Given when Hawaii week is deposited by the last day of August of the previous year. For example, your 2023 Hawaii week needs to be deposited by August 31, 2022 to receive bonus week.
- \$249 fee to use.
- Inventory HAS to be found on our WEBSITE under "Exchanges".
- No searches can be done.
- Weeks are nonrefundable and cannot be changed once confirmed
- Reservations can only be made 90 days or less in advance.

Exchanges

- Rates: \$159 return to home resort, \$179 Hawaii/U.S. Mainland and \$209 International.
- Upgrades
 - Studio to 1-bedroom: \$275 + exchange fee
 - Studio to 2-bedroom: \$375 + exchange fee
 - 1-bedroom to 2-bedroom: \$275 + exchange fee
- Once confirmed, any change or cancellation results in loss of exchange/upgrade fee
- Exchanges cancelled on the day the exchange starts with result in forfeit of deposited week.