

Table of Contents

1. Planning a Trip	1-3
e.g. Sign up sheet.....	4
Checklist for trip planning.....	5
*Mission Trip Application.....	6-7
*Short Form Application.....	8
Informational Flyers.....	9 -12
*Mission Team checklist.....	17
Travel Agencies	13
Airline numbers.....	14
Hotel/Lodging numbers	15
Ground transportation.....	16
For Team Leader.....	18
2. Immunizations & Health	
Immunizations.....	19
*Parental Consent & Medical Release.....	20-21
*Consent for Medical Treatment.....	22-23
Health Tips for Travel.....	24-25
3. Travel Documents	26
Passport & Visa Forms.....	27-32
4. Tips on Baggage and Packing	33-34
Sample trip packing list.....	35
Team Packing.....	36-37
Sample luggage tag	38
Letters for Waiver of Excess Baggage, samples.....	39-40
5. Before Leaving	
*Information for Church Office.....	41-42
*Checklist.....	43
6. Airport / Customs	44-45
Understanding your airline ticket.....	46-47
Customs Declaration form.....	48
7. Keeping Records	
Team information sheet.....	49
*Financial Report.....	50
8. Reverse Culture Shock (Re-entry) information	51
9. Trip Evaluation & other forms upon return	52
*Team Member evaluation.....	53-54
*Team Leader evaluation.....	55
10. Resources	
Cultural Awareness overseas.....	56-62
Web Resource page.....	63
Ministry Resources.....	64-65
Literature Resources.....	66-67

* These forms can be reproduced for your personal and church use.