

2016 GROUP MISSION TRIPS TERMS AND CONDITIONS

DEPOSITS/PAYMENTS

Starting October 31, 2015, a \$50 deposit per person is required to register. **This deposit is nonrefundable and does not go towards your balance due if a cancellation occurs.**

After registering by paying deposits, there are 2 payment dates:

March 15, 2016: 50% of the remaining balance is due

May 15, 2016: Final balance is due*

***NOTE: The \$50 deposit, per person, is nonrefundable upon registering. The rest of the fee is nonrefundable after May 15th, 2016.**

If payment is not received by these dates, reserved spaces may be cancelled to accommodate people on the waitlist.

PARTICIPANT AGE REQUIREMENTS

Please observe the following age minimums– no exceptions!

ADULT PARTICIPANTS: Must be at least 21 years old at time of trip.

PRETEEN TRIPS: Participants must be at least 10 years old or entering the 5th grade in the fall of 2016.

JUNIOR HIGH/SENIOR HIGH TRIPS: Participants must be at least 12 years old or entering the 7th grade in the fall of 2016.

SENIOR HIGH TRIPS: Participants must be at least 14 years old or entering the 9th grade in the fall of 2016.

ADULT RATIO REQUIREMENTS

- ▶ **Groups must bring a minimum of 1 adult (must be at least 21 years old) for every 5 participants that are under 21.**
- ▶ If both males and females are registered, the group needs to have at least 1 male adult and 1 female adult so there is supervision at night.

BACKGROUND CHECK REQUIREMENTS

Every participant that is 18 or older must be screened by the church and have a current (within the last two years) National Background Check on file at the church. Group must receive a pastor-signed Screening and Verification Form for every participant that is 18 or older for them to be eligible to attend.

ONLINE PLANNING CENTER/FORMS

You'll designate a Primary Contact for your group, this person will receive all trip communication by mail, email, and phone. **The Primary Contact is responsible for reading the online Planning Center (available November 15th) and relaying information to the group.** In the spring, all participants will use Group's online site to enter in their information and print their Participant Release Form. **The Primary Contact will collect all signed participant forms and mail, fax, or email all required forms to Group at least 30 days before the trip starts.**

CREW ASSIGNING

Participants are mixed up and placed on 6-person work crews during the mission trip-- each of these 6 people could possibly be from a different church. It has been our experience that this allows participants to develop social and leadership skills, make new friends, and experience a closer bond with their own group. That being said, a group can request to be kept together on (6-person) work crews. Because of their age, preteens are always kept together with their group on 6-person work crews.

TRANSPORTATION

- ▶ All groups must bring adult drivers (21 years of age or older) with vehicles that can be used the entire time to transport crews to and from project sites.
- ▶ Vehicles with a minimum capacity of six (with seatbelts) are preferred.
- ▶ If your group chartered a bus, it must be available to transport participants to and from worksites. *Please check your trip location to make sure bringing a bus is permissible.

TOOLS/SUPPLIES

The online Planning Center will provide a detailed "Packing List" and "Tool List" for Workcamps.

Workcamp groups should expect to bring items such as ladders, painting supplies, and construction tools including circular saws, electric drills and hammers in order to complete projects.

Week of Hope groups should expect to bring water jugs, coolers, and work gloves. There may be an optional supply list.

SCHEDULE

It's critical for all participants to be in attendance from start to finish. Arriving late or leaving early negatively impacts the experience. Plan to arrive for Check-in on the first day and stay to Check-out on the final day.

- ▶ If you leave a mission trip in progress, it will result in loss of the entire trip fee. No refunds will be issued.
- ▶ We reserve the right to add, cancel, or change a trip, including location, itinerary, and participant age requirement.

CANCELLATIONS

- ▶ The \$50 deposits are nonrefundable upon registering. Deposits do not get applied towards your balance due if a cancellation occurs.

- ▶ **Registration payments (less deposits) are refundable when the Registration Team is notified, by phone or email, of a cancellation by May 15th, 2016.**

- ▶ **The entire mission trip fee will be forfeited for cancellations after May 15th, 2016.**

IF YOU CANNOT AGREE TO THE TERMS STATED, YOU HAVE 3 BUSINESS DAYS AFTER REGISTERING YOUR GROUP TO CONTACT THE REGISTRATION TEAM AT 800.385.4545 OPTION 3 TO CANCEL AND RECEIVE A FULL REFUND.

group
mission trips