



GUATEMALA MISSION TRIP INFORMATION PACKET

Trip Dates: November 4 - 11, 2017
Trip Cost: \$1750.00 per person (subject to airfare cost)

Important Dates:

May 21, 2017	Information Meeting in Student Auditorium @ 11:00 AM
June 11, 2017	\$200 Non-Refundable Deposit Due
July 9, 2017	\$400 Payment Due
August 6, 2017	\$400 Payment Due
September 3, 2017	Any unpaid balance due to church office by 4:00 PM
October 22, 2017	Mandatory Meeting in the Student Auditorium @ 11:00 AM

*We highly recommend that you pay for your trip in full as soon as you receive the funds through your savings or fund-raising. Payments can be made online at springwell.org or at the church office.

About the Area:

Guatemala is a country in Central America where Spanish is the official language. Except for the coastal areas, Guatemala is mostly mountainous, with a hot tropical climate and a more temperate climate in the highlands. Guatemala is a country in dire need and each day there are children going to bed hungry and families sleeping in the streets.

With a population of about 14 million, Guatemala has a common Central American recipe for high rates of emigration: political instability, natural disasters, and a lack of economic opportunity.

Lodging Info/Meals:

After long days on the mission field, we will be lodging at the Coco Palma. With two large pools, a children's pool, jacuzzi, and a complete dining area, this oasis was designed with the purpose of offering missionary groups a place to have fun and also a meeting place for team devotions.

Transportation:

Transportation to and from the airport and Springwell Church will be based on the details of our flight and will be determined when tickets are purchased. We will fly from the United States to Guatemala.

Although our official itinerary will not be finalized until about 15 days prior to arrival, you can be certain that we will be serving in practical ways through a number of servant-evangelism projects. Hope of Life International offers each group a customized experience including construction, children's activities, rescue missions, medical/dental service, and much more. Our philosophy through all of this will be simple: See a Need...Meet a Need.



REGISTRATION FORM

Guatemala - November 4 - 11, 2017

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ Email: _____

\$200 non-refundable deposit per trip
(Payable to Springwell Church)

T-Shirt size: S_____ M_____ L_____ XL_____ 2XL_____ 3XL_____ other_____

We are excited you want to be apart of Springwell Missions. While serving in Guatemala, our goal is to do just that SERVE! See a need...meet a need... We may serve in a lot of areas including areas that require heavy lifting. If you have medical problems or a medical condition and it will not permit you to lift over 10 pounds, pick up, bend, walk, shovel, carry heavy buckets, or other strenuous activity, you will need to speak with the team leader regarding your participation in the trip.

By signing this form, you understand the physical requirements that are asked of you while serving in Guatemala. You are in good physical health, you do not have any limiting conditions to physically withstand and cope with the indicated requirements of this trip.

If you will be under the age of 18 by the date of the trip, you and a parent/legal guardian are required to meet with the missions team leader prior to the final trip meeting.

NAME: _____
(Please Print)

**SIGN
HERE**

SIGNATURE: _____

DATE: _____

DATES OF MISSION TRIP: _____



MINISTRY GUIDELINES

1. Show respect for all people in leadership and authority in action and speech. Pray for the leaders and give them encouragement. Understand that they have many responsibilities and seek to serve them in any way possible.
2. This is a group mission trip. Please remember not to cut yourself off from the group. Make a real commitment to unity, encouragement, and brotherly love. Physically separating yourself from the group would not be a good idea either; you will not enjoy being lost in a devastated area.
3. We may be serving in some ways that you have never done before...be open to everything.
4. Please remember to dress modestly while on campus and during service projects. Appropriate dress will be determined by the type of work on any given day. No open-toed shoes will be allowed during any work projects, period.
5. Christian friendship should be the aim of ALL relationships. The general principle here is no romantic behavior. This applies to those coming with their "special someone." Guard yourself and others and keep your focus on the purpose of the trip.
6. Thou shalt not whine. Be content in all circumstances (Phil.4:12). If you feel an urge to complain or pout, do not.
7. Do not create division. Our ministry relationships can only be as effective as our relationships between each other. Edify and encourage at all times.
8. Serve (it is kind of the whole point of the experience). Serve each other, the leaders, and those you meet along the way without holding back. See a need, meet a need.
9. Be like Christ in your attitude. Demonstrate the love, joy, peace and compassion of Jesus within the team and those in the surrounding communities.
10. Stay together! When walking in groups during the trip (especially in heavily crowded areas), keep up. Do not straggle and do not stop for ice cream. Make sure there are always one or two males in any group.
11. Take the initiative to grow. Maintain and enhance your quiet times and Bible study during this experience. This trip can be the beginning of a life-long change in your personal discipline, but it will only be what you choose to make it.
12. Get involved. Choose to participate and be a part of what is going on, not to stand around and do nothing. Standing on the sidelines is only a waste of your time and money, and does nothing for those we are serving

**Bringing personal electronic equipment such as cell phones, game devices, iPods, etc. is allowed but highly discouraged. If you don't have it, you can't lose it.

TRIP PARTICIPANT ONLY: I have read the foregoing, understand the rules of conduct for participants, and will abide by them as well as the directions of the leadership of the activity.

Participant's Signature: _____

LIABILITY RELEASE FORM

RELEASE OF ALL CLAIMS



In consideration of being accepted by Springwell Church for participation in a mission trip we (I), being 21 years of age or older, do for ourselves (myself) (and for and on behalf of my child-participant if said child is not 21 years of age or older) do hereby release, forever discharge and agree to hold harmless Springwell Church and the directors thereof from any and all liability claims or demands for personal injury, sickness or death as well as property damage and expenses, of any nature whatsoever which may be incurred by the undersigned and the child-participant that occur while said child is participating in the above described trip or activity.

Furthermore, we (I) (and on behalf of our (my) child-participant if under the age of 21 years) hereby assume all risk of personal injury, sickness, death, damage and expense as a result of participation in recreation and work activities involved therein.

Further, authorization and permission is hereby given to said organization to furnish any necessary transportation, food, and lodging for this participant. The undersigned further hereby agree to hold harmless and indemnify said organization, its directors, employees and agents, for any liability sustained by said organization as the result of the negligent, willful, or intentional acts of said participant, including expenses incurred attendant thereto.

(If the participant has not attained the age of 21 years)

We (I) are the parent(s) or legal guardian(s) of this participant, and hereby grant our (my) permission for him/her to participate fully in said trip and/or activities, and hereby give our (my) permission to take said participant to a doctor or hospital and hereby authorize medical treatment, including but not in limitation to emergency surgery or medical treatment, and assume the responsibility of all medical bills, if any.

Further, should it be necessary for the participant to return home due to medical reasons, disciplinary action, or otherwise, we (I) hereby assume all transportation costs.

Printed name of Participant

Medical Insurance? ___Yes ___No

Insurance Company

Policy Number

Physician's Name

Physician's Phone Number

Emergency Contact Person #1 (Name)

Emergency Contact Person #1 (Phone Number)

Emergency Contact Person #2 (Name)

If 21 or older: only the participant needs to sign. If under 21: both parents must sign unless separated or divorced in which case the custodial parent must sign.

Father's Signature

Date

Father's Phone Number

Mother's Signature

Date

Mother's Phone Number

Pastor's Name

Pastor's Phone Number

Participant's Signature

Date

**SIGN
HERE**



FUNDRAISING POLICY

When making a decision to participate in a mission trip, one of the first questions you may be asking is: Will the church be offering fund raising opportunities? In short, the answer is no. Too often, churches put a great deal of pressure on the congregation to help fund trips. With tithes, offerings, and already pledged missions giving, we would be over-burdening our people.

A mission trip is a journey of faith. This is why we ask each person to be individually responsible for raising their own funds. If you are fortunate enough to have the money in savings and can pay for the trip, praise God. If you are going to need to raise funds, we suggest you focus on ways you can find support.

The most successful way to raise money for your trip is to send a letter to everyone you know. Use your families Christmas card list to get the addresses of the friends you go to school or work with.

If once you meet others who are attending the same trip and you want to work together on some creative fund raising, we whole-heartily support you. A small group of you might want to have a car wash, do a bake sale or find odd jobs. If you use these methods, we suggest connecting with the community and not focusing on the church. These types of fundraisers would be the individual's responsibility and not be "run" by the church. Let God use the people around you to fund His desire for you to be on the mission field.



SPRINGWELL
CHURCH

SAMPLE FUNDRAISING LETTER

August 3, 2016

Dear Friends,

I am excited to let you know about a great opportunity I have this summer to participate in a mission trip to Guatemala from November 5-12, 2016. Our group will be working alongside the Hope of Life International organization. We will be serving the people through construction projects, prayer walking, children's Ministries, and much more. Our philosophy will be simple: See a Need...Meet a Need. The reason that I am writing is to ask you to prayerfully consider helping our team financially. We must raise our own funds to cover travel, lodging, and meals.

With a total need of about \$1,675 per person, would you be willing to invest \$25, \$50, \$100, or any amount God would lead you to give to help our team be a part of this life changing outreach to the people of Guatemala? You may want to break down your gift by the day. Each day will cost just about \$210.00. With the trip being eight days long, you may choose to sponsor one day, two days, or even the whole week.

Your gift will be tax deductible and should be made out to Springwell Church. Please indicate on a separate note that the contribution is for Guatemala and include my name. For your convenience, I am enclosing a self-addressed envelope. Our first deadline for receiving funds is August 7, 2016.

Please know it is not our desire to pressure you in any way. If you are unable to help us at this time, we understand. Simply knowing you are praying for us will be a great encouragement.

If you have any questions regarding this outreach, I would be more than happy to discuss them with you. Thank you in advance for your support.

Sincerely,
Your Name

GUIDELINES FOR MISSION TRIP FUNDS

1. Any funds given for mission trips are non-refundable.
2. Any funds that are unused from funds for a given missions project or trip will be dispersed only for other missions efforts. Springwell Church will determine how these unused funds are dispersed.
3. Individuals may not count unused funds toward other mission trips.
4. Gifts for mission trips should be submitted to the office of Springwell Church.
5. Springwell Church's name and logo may not be used in any fund raising efforts without the approval of Springwell Church.
6. For checks or money orders to qualify as tax deductible, they must be made out to Springwell Church.
7. You are encouraged to include the contribution slips in letters you distribute to potential mission trip supporters.



INSTRUCTIONS: You should include a stamped, self-addressed envelope with every letter you send. You should also copy the following sheet and cut it along the dotted lines. Include one instruction slip with each letter.

All contributions to Springwell Church missions are non-refundable. To be tax deductible you must:

1. Make checks payable to Springwell Church. Do not write a project or individual name on the envelope or check, including the memo line.
2. Enclose a note stating which project and/or individual you are supporting. DO NOT attach a note to the check.
3. Mail the check to the individual you are supporting.

IRS regulations prohibit the church finance office from giving you tax credit for donations designated for individuals. Contributions received which designate persons will be deposited, but your annual contribution statement will not be credited.

All contributions to Springwell Church missions are non-refundable. To be tax deductible you must:

1. Make checks payable to Springwell Church. Do not write a project or individual name on the envelope or check, including the memo line.
2. Enclose a note stating which project and/or individual you are supporting. DO NOT attach a note to the check.
3. Mail the check to the individual you are supporting.

IRS regulations prohibit the church finance office from giving you tax credit for donations designated for individuals. Contributions received which designate persons will be deposited, but your annual contribution statement will not be credited.



GUATEMALA PARTICIPANT FINANCIAL POLICY

Participant Funds

- Funds can be held for one calendar year from date of trip (June-June, November-November)
- Funds can be transferred to another participant per participant request
- Funds not used within one calendar year from date of trip or transferred to another participant will be placed in the General Guatemala Fund
- Participant funds are nonrefundable. This includes funds deposited by the participant, all donations, and silent auction money raised by a participant

Silent Auction

- One auction per year (spring)
- Funds raised by auction participants are good for one calendar year from the date of June trip. Funds can be used for current June trip, November trip, or following June trip. (i.e. June 2016, November 2016, June 2017)
- Funds raised from items donated to Silent Auction (not individual participant items) will be dispersed among auction participants only
- Funds can be transferred from one auction participant to any team member upon auction participant's request
- Funds from auction not used by participants within one calendar year (June-June) will be moved to the General Guatemala Fund
- All funds are nonrefundable

I understand and agree to the Guatemala Participant Financial Policy.

NAME: _____
(Please Print)

SIGNATURE: _____

DATE: _____

**SIGN
HERE**