

Checklist 2: Turning the Corner

[make sure these things are on your radar]

Begin finalizing your team

Later additions to your team will most likely be possible but you will want to have the bulk of your group in place to being working on airfare.

Paperwork

Don't forget this is due about two months before your trip! Instructions and details can be found at the online (www.servantlife.com/mission-assist-resources). Hard copies must be mailed to P.O. Box 36307, Birmingham, AL 35246.

Passports

If your team has not applied for these already, it is important to do so immediately for out of country trips.

Airfare

Servant Life offers to book your airfare through our travel agent. The earlier we can work on your airfare, the more likely we will be able to secure better rates for your team. To do this, we need the following for each participant:

- Name (exactly as it appears on passport)
- Date of Birth
- Email this information to Danielle at dlee@servantlife.com

Immunizations/Shots

For shot recommendations for your area of travel, we suggest looking up the CDC website (www.cdc.gov) for your country.

Training Sessions

It will be important for your team to be physically and spiritually prepared. Check out Mission Assist Resources page for links to these training sessions.

Payment Reminder

- Final balance is due about 45 days before your trip, unless we tell you otherwise.
- Checks can be mailed to PO Box 36307, Birmingham, AL 35236

Contact with Missionaries

You should be in contact with the missionary you will be serving with. Talking with them will be a good way to iron out specific ministry details and for them to start putting together your itinerary for the week.

