



## TO DO CHECKLIST

- Contact the office to be placed on a missions team
- Complete the Team Trip Application:
  - Fill out the online form
  - Complete the online background check
  - Call the office and provide a valid credit card to put on file for your trip\*
  - Send to the Africa New Life office\*:
    - Signed Release of Liability, Photo Consent & Financial Agreement
    - If you are under the age of 18, a Youth Contract
    - Non-refundable \$350 Deposit
- Receive confirmation that you are accepted as a team member
- Begin raising support: spiritually, financially and physically
- Apply for a passport or confirm it does not expire within 6 months of your return
- **Read the Team Trip Guide in its entirety**
- Email the Team Trip Department and tell them to have a nice day!
- Confirm that your airfare is booked.
  - Go online to pick your seats using the flight's Airline Reference Number
- Read *When Helping Hurts* by Steve Corbett and Brian Fikkert
- Attend team meetings and participate fully!
- Get all necessary vaccinations through your doctor or pharmacy
  - Keep documentation to prove Yellow Fever vaccination
- Find someone to house/pet sit for the duration of your trip
- Send funds into the Africa New Life office to cover trip cost\*
- Register your travel with the U.S. Gov's *Smart Traveler Enrollment Program* (STEP)
- Pick up your anti-malarial medication prescription
- Arrange transportation to the airport
- Get Packed
- Check into your flight 24 hours before departure to note any small time changes
- Get to the airport 3 hours early for your international flight
- Get on the plane & Breathe!

**\*U.S. Office**

Africa New Life Ministries  
Attn: Team Trips  
7405 SW Tech Center Dr. #144  
Portland, OR 97223  
503-906-1590