

Short Term Mission Trip Checklist

Note: Deposits will not be accepted without the required application and waivers listed below. Deposit, application and waivers do not guarantee participation in the mission trip and require approval from CCPV leadership. All documents and travel information has been made available at CCPerrisValley.org on the Mission Documents & Links page.

- ☐ Application, waivers and deposit **due by:** _____. Deliver to mission table representative or email to missions@ccperrisvalley.org. Download and complete the following:
 - Short Term Application (required if not completed previously in 2017)
 - Medical Information and Release (required once annually or if information has changed)
 - Photograph and Video Release (required if not completed previously in 2017)
 - Short Term Liability Waiver (separate waiver required for each mission)
 - One color copy of passport (good quality phone photo can be emailed to missions@ccperrisvalley.org)
 - Deposit payment: \$ _____
- ☐ Passport book: apply no later than seven weeks prior to departure. (Tickets will not be purchased without a valid passport)
- ☐ Color copy of passport to be packed in luggage
- ☐ Check your email regularly for mission communication from missions@ccperrisvalley.org
- ☐ Review Mission Booklet for detailed information regarding your mission.
- ☐ Stay current with payment schedule _____

- ☐ Complete Mission's School – Request access by email missions@ccperrisvalley.org
- ☐ Attend your mission meetings on _____ @ _____
- ☐ Medical clearance if required, tetanus shot & country specific vaccinations
- ☐ Establish and meet with prayer support group if applicable
- ☐ Keep a journal documenting your experience
- ☐ Participate in church sponsored fund raising if applicable
- ☐ Memory Verses
- ☐ Support raising if applicable
- ☐ Maintain a copy of short term missionary insurance policy
- ☐ Direct questions to Christin Cordova-Burkhart, Mission Coordinator at missions@ccperrisvalley.org or your Mission Team Leader & Contact Info: _____

- ☐ Final payment to CCPV due by: _____