

Team Leader Checklist

Last Updated June 2016

MAKE SURE TO READ AND COMPLETE BEFORE YOUR TRIP TO AMOR

Complete and sign the following checklist. Any questions you have can be answered by contacting Darlene Dakin at darlenedakin1@yahoo.com

	Gather your mission team members.
	Arrange your stay with AMOR with an AMOR representative
	Gather funds/donations for any additional team projects
	Make sure all members of your team have applied for or already have their passports, and that passports do not expire within three months of departure.
	Make sure all minors receive parental permission to travel to Honduras
	Make travel arrangements with AMOR and your preferred airline.
	Designate or schedule cleaning/cooking responsibilities to team members for each day
	Have each member of your mission group fill out a Missionary Application and sign it.
	Fill out the Group Housing & Travel information form (Group Data Sheet) sign it, and send it to Darlene at the above email address
	Meet with your team and go over the A.M.O.R Handbook (found at www.aarionsmissionoutreach.com)
	Alert your team members of helpful packing lists and other information found at www.aaronmissionsoutreach.com
	Make sure all team members have medial insurance before traveling to Honduras.
	Register with the American Embassy to let them know you will be in Honduras. (we provide a link to their site on our website.)
	Pray and prepare for your trip with your members.

*You can pay for your mission trip upon arrival to the AMOR Ranch. Remember, if you cancel it puts a hardship on the ministry.

By signing this form, I state that I have completed the AMOR Team Leader Checklist fully and honestly. My team members are well informed of what is expected of this mission trip, as well as any additional duties required of them while lodging at the AMOR Ranch (cleaning, cooking, etc.)

Team Leader Signature: _____

Please send a signed copy of this document to darlenedakin1@yahoo.com. This and all documents for AMOR should be submitted a month before you teams planed mission trip.