

## **All Things New Team Member Manual and Application Packet**

Thank you so much for deciding to come on an All Things New mission trip! This trip will be life changing for you and will strengthen your relationship with the Lord.

The following pages are full of detailed information of what to expect and how you can prepare for this trip. Please let us know if you have any questions at all.

### **All Things New Trip Guidelines**

Haiti mission trips are not suitable for all individuals. Volunteers must adhere to our code of conduct when serving with us. Before applying for a trip, we ask that you prayerfully consider your physical, spiritual, and emotional health, along with the below factors.

1. We strive to glorify Jesus Christ through all that we do.
2. Haiti is not for the faint of heart. It is a 3<sup>rd</sup> world country and there are no guarantees involved with traveling to and serving in this country. All volunteers are responsible for their own health. We advise you to see a physician to ensure that you are cleared to work in these conditions. The weather in Haiti is hot and humid, and terrain conditions can be harsh.
3. All teams will stay at the KORE Foundation guesthouse called "The Coop". Drugs, alcohol, and tobacco products are prohibited on the KORE property and all ATN properties including vehicles.
4. Rooms do not have air-conditioning or hot water.
5. Limited Wi-Fi is generally available in the guesthouse but not always reliable.
6. The roads in Haiti are winding, bumpy, and can be especially hard on those who suffer from motion sickness. Trucks are our primary method of transportation, so you will likely be riding in the back of a truck throughout the trip.
7. Everyone going on an ATN trip will need to fill out an application, medical release, and sign the Missions Covenant. These can be mailed in to:  
All Things New  
PO Box 11809  
Jacksonville, FL 32239
8. Because much of your time in Haiti will be spent working with children, All Things New requires every person coming on a trip to have a background check regardless of any other background checks you've done. Please go to [www.ministryopportunities.org/AllThingsNew](http://www.ministryopportunities.org/AllThingsNew) and submit your information. The cost will be \$10.

## Haiti Checklist

- Reserve Spot with \$100 Deposit
- Fill Out Application, Medical Release form, sign covenant, and send in.
- Passport
- Book Flight (in conjunction with team leaders)
- Background Check at [www.ministryopportunities.org/AllThingsNew](http://www.ministryopportunities.org/AllThingsNew)
- Shots
- Name and Date of Birth to team leader for Travel Insurance
- Copy of Passport to Family Member and Trip Leader
- Pay Trip Balance
- \$10 Cash for Tourism Fee
- Spending Money for Trip
- Register your trip on [www.travel.state.gov](http://www.travel.state.gov)

## Preparing to Travel to Haiti

- You will need to have a current passport. The date of expiration should be six months AFTER your planned return date to America. If it expires sooner, you must have a new passport. See <http://travel.state.gov/passport/> NOTE: Citizens of the USA do not need to have a "visa" to enter Haiti. You only need your current USA Passport.
- Make a copy of your passport and place it in each checked bag and your carry on. Make sure a family member at home has a copy of your passport and your trip leader.
- Carry your regular health insurance card with you also, in case you need it while in transit in the USA.
- We recommend you register your trip on [www.travel.state.gov](http://www.travel.state.gov). You will have to set up an account.
- You will not need much cash in Haiti. Small bills are good to carry if you want to buy souvenirs. Make sure ALL bills are crisp with no tears or they will not be accepted in Haiti. We recommend bringing \$50-\$100 for personal use. Additional costs incurred will be for purchasing snacks, \$1 cokes, and during travel.
- You will want to consider certain shots and medication. See page 5 of this document.
- A suggested packing list is located on page 5.
- Remember that you have to carry what you take. All checked bags will be used to bring supplies down for the orphanage. Make sure to check with your airline to know how many bags you are allowed to take and what the weight limit is. You will need to coordinate all baggage with your team leaders.
- Included in your cost to stay will be emergency medical insurance. All Things New will take care of purchasing this on your behalf. Should a medical emergency arise while you are in Haiti, this insurance would cover the cost to fly you back to the States immediately. For this, we will need your Legal Name and Date of Birth.

## On the Plane from the East Coast to Haiti

- On the last leg of your flight, you are required to fill out a green immigration form to present when you enter Haitian Passport Control. Fill out the top and bottom parts of the immigration form. You will also be asked to fill out a White Customs Form. Make sure you have both and they are filled out before you get in the Passport Control lines.
- On one or both forms, you will be asked to write the full address and phone number of your destination.

Haiti address: Impasse Marechel #2  
Gressier, Haiti

Phone number: 509-3368-7145

## When You Arrive in Haiti

- The airport in Haiti is very similar to all US airports. Follow the airline attendant's instructions on where to go. You will enter a Customs and Immigration area where you will **FIRST** get in line to pay a \$10 entry fee. It is best to have \$10 cash ready to go. You will then get in another line to present your completed green form along with your passport. The bottom portion of the immigration form is your green card that will be needed as you leave the country and should be placed in your passport by the immigration officer.
- Use the bathrooms in the airport because it is your last chance before we arrive at the guesthouse, which is about 2 hours away.
- Do not feel pressured to hire a baggage claim attendant to carry your bags. It is a short walk to the exit where you will be picked up. Baggage carts can be rented for \$2 a piece and are to the back left when you come down the stairs after going through customs. If you are bringing a large amount of bags, we highly recommend renting some carts. Carts can accommodate 3-4 bags each depending on size of bags.
- As you exit the baggage claim area with all your checked bags and carry-on luggage, you will turn in your white customs form and your baggage stickers that were given to you in America. Be prepared to have your luggage manually checked and to be asked for an explanation of what you are bringing into Haiti.
- You will then exit the airport and a driver will be waiting outside for your group with a sign with your name on it.

## In Country Accommodations

- All Things New has a wonderful partnership with KORE Foundation and our teams stay in their guesthouse which is called "The Coop".
- The guesthouse is about ½ mile from the kid's house and Matt and Jessica's house.
- It has clean running water, a full kitchen, 24 hour security, clean beds and sheets, and plenty of bathrooms. All of your meals will be served here.

## **In Country Travel**

- All Things New has vehicles to transport the mission teams to and from the airport and for larger teams a 15 passenger van will be rented.
- Our vehicles will also be used during the week of ministry to take teams to and from our different ministry locations. The cost for these vehicles is included in your stay rate.
- The roads in Haiti are winding, bumpy, and can be especially hard on those who suffer from motion sickness. Trucks are our primary method of transportation, so you will likely be riding in the back of a truck throughout the trip.

## **Food and Water**

- We provide clean drinking water at our facilities and we encourage our team members to bring a few bottles for refilling and to keep water on their person throughout the days of ministry.
- All meals will be eaten at The Coop where they have a full kitchen and plenty of room to sit and eat together. Everything served is completely safe to eat.
- Do not buy food on the roadside unless you ask Matt or Jess first.
- We give our cook Sundays off to go to church. You will be responsible for meals on Sundays. We recommend bringing Pop Tarts or Granola Bars for breakfast, sandwiches for lunch (we will provide bread), and something simple for dinner. There is a full kitchen you will be able to use.

## **Security Issues**

- Always follow all directions of the staff missionaries, your leadership and Haitian leadership.
- No one should ever wander off alone or be out after dark.

## **Money Issues and Shopping**

- Do not flash cash in public. There is no need for you to exchange any US dollars for Haitian currency.
- If you are here on a Sunday we will go to church. The church will be blessed if you contribute to their offering but you are under no obligation to do so.

## **Contacting Home**

- The cellular service in Haiti is decent. Check with your carrier on per minute rates for your cell phone, text messaging and data usage or you may get a bad surprise on your next bill.
- We will attempt to have internet access for team members to check emails and make phone calls back home. Internet can be sporadic and

we do not have unlimited data. Ideally we like to limit this to a few minutes in the evening.

## **Shots/Medicine**

No shots are mandatory for Haiti, but many are highly recommended. Check with your medical provider. At a minimum we recommend:

1. Tetanus-up to date
  2. Typhoid-optional
  3. Hepatitis A-highly recommended
  4. Hepatitis B-highly recommended
  5. Malaria Tablets-optional
  6. Cipro for prophylactic reasons-optional
- [www.cdc.gov/malaria/travelers/country\\_table.h.html](http://www.cdc.gov/malaria/travelers/country_table.h.html)

## **Packing List Suggestions**

Backpack  
Shorts (knee length)  
Short sleeve shirts (no tank tops)  
Tennis shoes  
Socks  
Flip Flops  
Church clothes (Khakis and polo for men, long skirts or dresses for women)  
Clothes to sleep in and sit around in  
Hat  
Sunscreen  
Hand Sanitizer  
Water bottles  
Flashlight  
Snacks  
Bible  
Notebook  
Pen  
Bug Spray

## **What Not to Bring**

Jewelry  
Lots of Makeup  
Hair Dryer/Curling Iron  
Electronics for Entertainment  
Sheets or Towels (these will be provided)

## **What Will the Trip Cost?**

Food & Lodging: \$100 per person per night. This will pay for all lodging, meals, transportation, fuel for vehicles, trip supplies, ....

Flight: All ATN teams fly into Port au Prince. Your team leader will tell you the flight numbers and you will be responsible for booking your own flight. Flight prices can be anywhere from \$400-\$800 roundtrip.

Shots: You are not required to have shots but we highly recommend them. These are typically between \$100-\$300 but check with your local Health Department or Travel Clinic.

Spending Money: We recommend you bring spending money for souvenirs, snacks, airport food during travel, and plenty of \$1 bills for Cokes ☺. Many people bring between \$50-\$100.

Background Check: \$10

Entry Fee: \$10 Tourism Fee to enter Haiti

All Things New is a 501©3 tax-exempt organization and ATN trip fees are treated as a charitable contribution and are tax-deductible within the guidelines of U.S. law. Trip fees are considered donations and are therefore non-refundable. Once financial gifts are received by ATN, the individual donors are sent a charitable contribution slip.

If you pay with a check a donation receipt will be mailed to the address included on the check. If you pay via our online fundraising platform, the receipt will be sent to the email address you provide on the form.

### **Trip Fee Schedule**

\$100 deposit to reserve your spot (this will be credited toward one night of your stay)

Total balance is due 30 days before your trip.

Checks: All checks should be mailed to:

All Things New

PO Box 11809

Jacksonville, FL 32239

\*Be sure to note your trip dates in the memo field of the check.

Online Payments: Online payments may be submitted through [www.allthingsneworphange.com/donate](http://www.allthingsneworphange.com/donate)