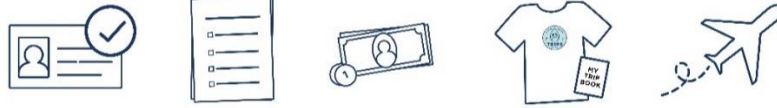




# LIVING WATER TRIPS GET READY TO GO!

## TIMELINE



### 6-7 MONTHS PRIOR

Hold interest meetings to fill your team. There can be a max of **12 participants for a full trip**. If you are not able to fill all of the spots you reserved, please let us know so we can open them up to individuals.

### 4 MONTHS OUT

Finalize your team! Provide a list of the names and email addresses of individuals committed to going on the trip.

### 3 MONTHS OUT: 3 Steps must be completed

**STEP ONE:** Send background check link out to your team, provided by your trip coordinator.

The cost of the background check is \$31 and is not included in the price of the trip. This payment will be made directly to the organization running the background checks; no portion will be collected by Living Water.

**STEP TWO:** Complete the online registration form

Your trip coordinator will provide the link to individuals after eligibility from their background check has been confirmed.

Each participant is responsible for submitting a copy of their passport via the registration form or emailing a copy to their trip coordinator.

**STEP THREE:** \$1200 deposit per person is due AFTER steps 1 and 2 are complete above

1. Payments can be made using the Living Water fundraising or payment page each trip participant will **automatically be set up with** upon completion of the registration form. *We do not accept payment for short-term trips via third-party donation websites.*
2. If mailing check(s), you must include your unique code in the memo line. This code can be found on your fundraising/payment page online.
3. Please **DO NOT** send in any payments until after the background check and registration has been completed.

### 2-3 MONTHS OUT

Flights are purchased.

- The total cost of your trip depends on airfare. Once flights are booked by Living Water, we will let you know the total cost of your trip and update your fundraising/payment page. On average, flights to Central America range \$600-\$1200 and flights to Africa range \$900-\$2000.

### 1 MONTH OUT

Final payment of \$650 plus airfare per person is due.

Watch your mailbox for a pre-trip kit including LWT shirt and trip book