

REGISTRATION FORM

- 3 EASY WAYS TO REGISTER:**
- ❶ **Online** at TheMicahExperience.com with a credit card;
 - ❷ **Call** 1.800.385.4545
 - ❸ **Mail** this form, along with a check made out to:
“Group Workcamps Foundation” -- Attn: Registrations
P.O. Box 275; 1515 Cascade Avenue; Loveland, CO 80539-0275

1. Contact Information

Primary contact name _____

Parish name _____

Please include your parish's "City" & "State" if different than below.

My parish has previously attended a Group mission trip: Yes No

Please send correspondence to: My parish My home

Address _____

City _____ State/Prov _____ Zip/Postal code _____

Daytime phone(____) _____ E-mail address* _____

* IMPORTANT: We email trip updates throughout the year.

2. Select Your Location(s) & Reserve Spaces

Mission Trip City & State

Trip Dates

1st choice _____

2nd choice _____

3rd choice _____

We require a minimum of one adult (age 21+) for every five students. If you register both males and females, sign up at least one adult male and one adult female.

_____ spaces for participants under age 21

+ _____ spaces for adult participants age 21+

= _____ total registered participants

3. Choose your registration option & sign:

Taking advantage of “Early Bird” registration and delaying deposit payment until September 30, 2009. (If deposit payment has not been received by that date, registration will be cancelled.)

Registering with the \$50 non-refundable, deposit (U.S. funds) required for each participant. (Participants can be added until the mission trip reaches its established capacity by calling us at 1.800.385.4545.)

Deposits: \$50 (deposit amt.) x _____ (# registered participants) = \$ _____ (amount due)

By registering for a mission trip, I understand and agree to the Terms and Conditions on the following page:

Signature

Date



By registering for a mission trip, I understand and agree to the following Terms & Conditions:



Payments

Payments are separated into a deposit and two scheduled payments:

Payment 1: \$50 nonrefundable, per-person deposit reserves space on a trip

Payment 2: 50% of the remaining balance is due March 15, 2010

Payment 3: Final balance due May 15, 2010

Payment dates may differ for non-summer trips and some international trips. Check your online trip description or ask a Trip Advisor.

Registration fees are in U.S. dollars.

Payment can be made by check, money order or credit card. If payment is not received by the due date, reserved space(s) may be cancelled.

Early Bird Registration, Before September 30, 2009

Early Bird registration enables you to reserve spaces for your group and delay the per person deposit until September 30th. If payment has not been received by this date, the reservation will be cancelled, opening the spaces for other groups.

Registration & Add-Ons

Your first payment, a \$50 nonrefundable, per person deposit, reserves space on a trip. Also, participants can be added until the mission trip reaches capacity.

Cancellations

If you wish to cancel your group or reduce the number of participants, you must call the Registration Team to adjust your account.

If you cancel a participant, the deposit will be forfeited. Forfeited deposits cannot be applied to an account balance or to another group. However, they may be used to add a new participant to your group.

Registration amounts paid (less deposit amounts) *are* refundable when the Registration Team is notified at least 30 days before the start of your trip.

The entire mission trip fee will be forfeited for cancellations less than 30 days from the start of your trip.

Insurance and Liability

It's important for all participants to have sufficient medical and/or travel insurance. If you desire to purchase supplemental travel insurance, you can visit our website at TheMicahExperience.com.

Participant Eligibility

Participants arriving, but not matching the age/grade requirements, will be sent home at the expense of your group.

Senior High Trips: ages 14+ or entering 9th grade in the fall

Adult Chaperones: ages 21 and older

Adult Participants

Adults serve on project teams with youth. Groups must bring a minimum of 1 adult (21 and older) for every 5 youth. If you register both males and females, bring at least 1 adult male and 1 adult female. Please note: Adults from your parish who serve as trip staff do not count towards the 1-to-5 adult/youth ratio.

Safe Environment

Each participant (age 18 and older) will be required to provide verification they completed the "Safe Environment" training provided by their local diocese, together with verification of a background check no older than three years from the start of the mission trip. Your parish will retain the background check documentation and send Group Workcamps a signed Verification Form for each 18 and older participant showing they are eligible to attend (forms provided in the Leader Manual).

Site Availability/Waitlists

Groups are registered on a first-come, first-served basis. If your first trip choice has reached capacity, we'll contact you by phone or e-mail. You'll be offered placement on a waiting list, or you can choose another mission trip location.

No deposit is required until you are confirmed on a trip. If a trip is cancelled by us prior to departure, you'll receive a full refund of money paid.

Confirmation/Communication

When registering, you'll designate a "primary contact" for your group. The primary contact will receive all mission trip communications.

This individual will be responsible for relaying information to your group and distributing, collecting, and returning all required forms to Group at least 30 days before your trip starts (60 days for international Peru trips). The primary contact also needs to review the information in the online Leader Manual.

Each registrant will need to complete a "Participant Information Form" and sign the "Participation and Release Agreement" (available in the spring). By doing so, you agree to abide by the "Code of Conduct"

Confirmation/Communication (cont.)

(Code of Conduct is available in the online Leader Manual, or get a copy by calling 1.800.385.4545).

Transportation

All groups must bring adult drivers with vehicles that can be used the entire week to transport project crews to and from sites. Vehicles should have a minimum capacity of six (with seatbelts). If your group charters a bus, it must be available for use in transporting participants to and from worksites.

Some trip locations cannot accommodate large vehicles. If you intend to bring a large bus, please be sure your location can accommodate one. Check your mission trip description at TheMicahExperience.com

Tools/Supplies/Passports

In the fall, the online Leader Manual will provide a detailed list of "items to bring." Home repair trip participants should expect to bring items such as ladders, painting supplies, and construction tools including circular saws, electric drills, and hammers—in order to complete projects.

Schedule

It's critical for all participants to be in attendance from start to finish. Arriving late or leaving early negatively impacts the experience...so plan to arrive on time for registration on the first day and stay to checkout on the final day.

If you leave a mission trip in progress, it will result in loss of the entire trip fee. No refunds will be issued.

We reserve the right to add, cancel, or change a trip, including location, itinerary, and participant age requirement.

If you cannot agree to the terms stated in this document, you have three (3) business days after registering your group to contact The Micah Experience Registration Team to cancel and receive a full refund.