

MISSIONS TEAM MEMBER APPLICATION

IMPORTANT:
Please attach a
copy of your
passport here.

PERSONAL DATA

Today's Date _____
Full Legal Name _____ Date of Birth _____
Male _____ Female _____ Marital Status _____
Citizenship _____
Home Address _____
City _____ State _____ Zip Code _____
Phone Day (____) _____ Evening (____) _____
Have you participated with a mission team prior to this application? _____
Who was the team leader and the sending agency? _____

EMERGENCY CONTACT

Name _____ Relationship _____
Address _____
City _____ State _____ Zip Code _____
Home Phone (____) _____ Work Phone (____) _____

TRAVEL DOCUMENTATION

Passport # _____ Expiration Date _____
Country Issued From _____
OR, IF NO PASSPORT: Social Security Number: _____

.....
(office use only below this line)

	DATE
Criminal Background Check	_____
Behavioral Expectations Form	_____
Medical Instructions	_____
Medical Release	_____
Funds Distribution Policy	_____

Behavioral Expectations for Eastside Church Mission Team Members

Moral Failure:

For the purposes of this agreement Moral Failure includes but is not limited to the following: Financial dishonesty, sexual immorality (So that there is no misunderstanding this means celibacy for single people and freedom from sexual sin in married people.), and willful misrepresentations of self.

Behavioral Expectations for team members:

- **Honesty:** In all matters at all times
- **Cheerfully submit to the authority of the team leader:** Your team leader has been carefully selected and trained. We do not expect you to agree with your team leader at all times, but expect for the benefit of the team and the host country, that you will follow instructions at all times while maintaining a positive attitude. If you have significant concerns about a team leader, the time to address these concerns is prior to departure, or when you have returned.
- **Willingness to participate as a member of a team:** We partner with one another, Foursquare Missions International, Eastside Church, and the host country. It is vital that we keep that team mentality in mind when serving.
- **Faithfulness:** Please plan on attending all of the team building meetings prior to departure, and timely complete any additional tasks.
- **Wholesome talk:** Our words and conversation topics reflect Christ. Please always be aware of the fact that even in areas that may not have English as a primary language, many of people will be able to understand what you say, and most everyone will understand the attitude with which you say it.

Consequences for breaches in moral and behavioral expectations: Consequences range from verbal warning to dismissal from the team. If you are dismissed from a team, you may participate in future teams only after the satisfactory completion of a restoration plan set up between the Missions director and you.

I have read and understand the moral and behavioral guidelines as outlined in this page.

Signature: _____ Date: _____

Print Name: _____

Statement of Understanding Regarding Funding of Eastside Mission Teams

All team members are expected to raise their own support for Eastside Church mission teams. Funds can be personal, raised through outside contributors, or acquired from fundraising activities. The funds raised are not the personal property of the individual, but are credited to the Mission Department at Eastside Church. Therefore should you be unable to participate in the outreach, or be removed from the team for a breach in moral and behavioral expectation, the money will not be returned to you or your contributors. This keeps Eastside Church in compliance with Federal regulations for non-profit organizations. (Additional information is available through our accounting department.)

It is not guaranteed that funds over spent (funds not budgeted for) by the team or its leader will be reimbursed by the Mission Department at Eastside Church.

I have read and understand the statement regarding funding of mission teams:

Signature: _____ Date: _____

Adult MEDICAL CONSENT FORM

Eastside Foursquare wants you to feel confident about your safety or the safety and security of all participants while they are on foreign soil. The Team Leaders from the sponsoring church/group are responsible for all team participants throughout the mission trip. Team leadership handles the daily schedule, discipline, and spiritual environment for the team. All leaders are 18 years of age or older and are responsible for establishing relationships and watching out for all team members.

CONSENT FOR MEDICAL TREATMENT

Whereas, I _____, wish to be a member of a Eastside Church Missionary Team which will be traveling to and staying in _____ (country), and whereas, certain circumstances and situations may occur resulting in my need for medical/dental care and treatment, and further resulting in my inability to personally give consent for such care and treatment: Therefore,

1. In consideration of permission for myself to participate in said mission, I _____, being of legal age, authorize Eastside Foursquare Church or any agent of Foursquare Missions Outreaches, to act in my behalf should I be unable to do so and to consent to reasonable medical/dental care and treatment, including but not limited to diagnostic testing, x-ray examination, anesthesia, surgery, or other procedures which may be deemed necessary for my medical well-being for the duration of the mission trip.
2. This consent is given in advance of any specific diagnosis, treatment, surgery, or hospital care required, but is given to provide authorization and specific consent for medical/dental treatment and care in my behalf.
3. Any consent by World Impact Teams or Eastside Church shall have the same force and effect as if I had personally given the consent.
4. I understand that insurance in foreign countries, provided by Foursquare Missions International, is included in the trip cost. It covers, \$500 for Medical expense benefit in case of illness, \$25,000 medical expense benefit in case of an accident, and \$25,000 for accidental death and dismemberment, and \$1,500 for trip interlude.
5. I am aware that serious illness, requiring return by air ambulance could cost more than \$10,000. I agree that I am responsible for any expense exceeding above stated insurance coverage that may arise from my return by air ambulance or other extraordinary means.
6. I hereby release and hold harmless Eastside Foursquare Church, it's officers, employees, and representatives/volunteers from all liability for personal injury, including death, as well as all property damage or loss arising out of my participation in the trip.

Signature _____ Date _____

THIS FORM MUST BE NOTARIZED

State of _____, County of _____

Before me, the undersigned, a Notary Public in and for said county and state on _____, personally appeared the identical person who executed the within and foregoing instrument, and acknowledged to me that he/she executed the same of his/her free and voluntary act and deed, for the uses and purposes therein set forth. Given under my hand and seal of office the day and year above written. My commission expires ____/____/____.

Notary Signature _____

Emergency Medical Instructions

If _____ (team member) is rendered unconscious or otherwise unable to communicate, during the course of the Mission trip due to injury, allergic reaction, or any other medical condition, the following information should be communicated to the local medical professional:

Please describe medical conditions, allergies, or any other relevant information that an attending medical professional should know in case of emergency.

Team Member signature

Date signed

Eastside Foursquare Missions Department

Funds Distribution Policy

Team Fund Raising:

- All travel costs are the responsibility of the team to raise and provide.
- Each team should start as early as possible on their fund raising program.
- All funds raised by each team member can be used to provide airfare, ground travel, accommodations, food, travel insurance, etc.
- If a team member, for whatever reason, does not go on the trip after raising funds, the monies belong to the team and not to the exiting team member.
- Donations and contributions are non-transferable and non-returnable.
- In accordance with IRS guidelines, a receipt will be sent by the church, for a donation of \$100 and more. The donor's cancelled check will be their receipt for less than \$100.
- It is important that all funds are channeled through an Eastside Foursquare account to obtain proper tax deductibility for the donor.
- Teams may or may not be given funds, *if funds are available*, by Eastside Foursquare or the Missions Department.
- The church is unable to reimburse funds spent if the funds do not exist in the teams account. Please be sure that your pre-trip **written budget** includes all needs both stateside and in the field and includes a total of 30% more for unforeseen costs.

Funds Distribution (on the field):

- All expenses need to be documented throughout the trip by obtaining receipts. Eastside Church will not accept a team's return without proper documentation of funds spent.
- If a vendor is unable to provide a receipt for services or goods received, the team leader or designated adult leader must fill out the **Field Receipt***. All monies spent must be converted to USD on the receipt/ledger*. All receipts must be attached to receipt log when turned into the MST. *Field Receipt and ledger will be included in the Trip Packet.
- The account must be reconciled by the team leader prior to handing over to the MST. Accounts must be reconciled no later than one week after return.
- **Important:** Per IRS, if a team leader fails to collect/produce receipts for services or goods rendered, then the amount of funds entrusted to the leader will become taxable income. The team leader will receive a 1099 form from Eastside Church accounting with the total amount of funds taken.
- It is not guaranteed that any funds spent over budget will be reimbursed by Eastside Church.
- Funds not used by the team on the current trip can be held in the account and used for subsequent trips to the same location for the term of 1 (one) year. After 1 (one) year the unused funds may be moved to the mission general working account for distribution to other outgoing teams from Eastside Church.

I have read and understand the statement regarding funding of Missions Department team:

Signature: _____ Date: _____