



## Short-term Mission Pricing and Financial Policies

### Prices

The following prices are per person for the number of days indicated. These prices cover all food, lodging, ground transportation and insurance for the duration of your trip. They do not include airfare.

In some countries you will be required to pay an additional airport tax as you enter or exit the country. In some countries you may also need a Visa in addition to your passport. Please check with the CFCI missionary coordinating your stay to see if you will be charged an airport tax or if you will need a Visa while in-country.

LOCATION	7 Days	8 Days	9 Days	10 Days	11 Days	12 Days	13 Days	14 Days
<b>ARGENTINA</b>	\$745	\$785	\$825	\$865	\$910	\$950	\$985	\$1,030
<b>BOLIVIA</b>	\$580	\$635	\$670	\$705	\$745	\$785	\$825	\$860
<b>BRAZIL</b>	\$685	\$700	\$720	\$735	\$755	\$775	\$790	\$805
<b>COLOMBIA</b>	\$610	\$645	\$680	\$710	\$750	\$785	\$815	\$850
<b>COSTA RICA</b>	\$660	\$700	\$745	\$780	\$825	\$870	\$905	\$945
<b>EL SALVADOR</b>	\$665	\$705	\$740	\$775	\$820	\$860	\$895	\$935
<b>GUATEMALA</b>	\$645	\$680	\$715	\$750	\$785	\$820	\$855	\$885
<b>NICARAGUA</b>	\$660	\$695	\$730	\$760	\$800	\$835	\$865	\$900
<b>PANAMA</b>	\$620	\$655	\$690	\$720	\$760	\$795	\$825	\$860
<b>PERU</b>	\$580	\$635	\$670	\$705	\$745	\$785	\$825	\$860
<b>TIJUANA</b>	\$435	\$455	\$485	\$510	\$540	\$565	\$590	\$615
<b>TUXPAN</b>	\$560	\$595	\$630	\$660	\$700	\$735	\$765	\$800

**\*Prices subject to change without notice due to high inflation in certain countries.**

### Team Leader Responsibilities

#### Paperwork & Finances

- The team application and all participating team member applications must be turned in 4 weeks prior to leaving for your mission trip. They release us to purchase travel insurance and to consent to emergency medical care on your behalf. They also give CFCI important emergency contact and medical information.
- Finances, deposit and final amount of funds, must be handled according to the **Financial Policies** set forth below.

## **Preparing Your Team Before You Go**

- Your role as a team leader includes, but is not limited to the following:
  - Recruiting and screening team members
  - Obtaining travel documents
  - Purchasing airfare
  - Team training
  - Ministry preparation
  - Communication with the missionary leader about team itinerary
  - Communication with CFCI-Central about your paperwork and finances

## **On the Field**

- Your role as a team leader includes, but is not limited to the following:
  - Team prayer and devotions
  - Conducting team meetings
  - Resolving team member conflicts/disciplinary issues
  - Resolving Latin/team member conflicts with missionary host
  - Translation (if applicable)
  - Debriefing with the team
  - Counseling/coaching team members

## **Financial Policies**

### **Deposit:**

- A \$500 deposit is required for all teams traveling internationally. A \$200 deposit is required for teams serving in the United States. This deposit secures the dates of your trip and allows the missionary coordinating your trip to begin preparations for your team, such as deposits on transportation and lodging. The deposit is *nonrefundable*, but is transferable for one year.

### **Country Specific Policies:**

- **Small Group Policy:** Due to the costs of set-up and handling of a short-term team, the following countries have decided to adopt a Small Group Policy. The minimum number of participants to these countries are:
  - Costa Rica      8 person team
  - Nicaragua      8 person team
  - El Salvador      10 person team

- **Debrief:** The cost for teams includes one night of debrief and a sightseeing excursion. If the team wishes to spend extra nights debriefing or choose a different activity for their debrief day, we will make these arrangements and add the extra cost to the final amount due.

### **Travel Days:**

- Teams will be charged full price for travel days regardless of when they arrive or leave the country. As the vast majority of a team's costs are incurred per night to pay for lodging, or per week, as is sometimes the case with van rentals, our missionaries are unable to cover their costs when daily discounts are made based on a team's travel arrangements.

### **Payments:**

- All payments for trips must be made in U.S. dollars. If a team is unable to pay in U.S. dollars, the payment must be adjusted for the difference in currency.
- Teams may make payments on the Web site via credit card, however, there will be a 3% fee charged to cover processing fees.
- Teams that wish to receive tax receipts from CFCI for their airfare or extra supplies must send their money to the CFCI Central Office to be issued a receipt. *However, please note that a 10% assessment fee will be taken out of the funds.*
- Canadian teams wishing to receive a Canadian tax receipt from CFCI may arrange to send their money through our Vancouver office.

#### **Payment Due:**

- Full payment of funds must be made to the Central Office *a minimum of 4 weeks prior* to your team's departure. This will ensure that your hosts have adequate time to finish the preparations for your trip. If your funds are not received in the office by this time, a *\$50 late fee* will be charged.

#### **Refund Policy:**

- If an individual cancellation occurs, a refund of the team member's payment (*minus administration fees*) may be given if the team's funds are still being processed through the central office in Omaha. After the team's funds have been sent to the missionaries on the field, refunds will be offered only in unique circumstances. This is due to the costs that CFCI incurs when processing the team and financial commitments the field makes to vendors and ministries prior to your trip.
- If a team member cancels and the team is able to find a replacement, CFCI will transfer those funds to the new team member without penalties.
- ***Please note:*** *Due to IRS regulations, refunds may only be made to organizations with a 501(c)3 status and not to individuals. If an individual pays for his/her own trip fee and must cancel, the refund must be processed through his/her church.*