**RESERVATION REQUEST FOR**

**PAN DE VIDA MISSION HOUSE**

**Name of Organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Primary leader of team \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Information:**

 **Cell # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Purpose of trip \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of trip \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number of team members \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please provide a background of the primary team leader and a summary of prior mission work.**

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**Please provide a detailed itinerary and description of planned activities to be conducted during this mission trip.**

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**Signature of primary leader \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This signature indicates the attached Guidelines and Policies for reserving and usage of Pan de Vida Mission House have been thoroughly reviewed and agreed to by the primary team leader. This reservation request should be submitted to Ayme Gonzalez (****aymedmg@gmail.com****) no later than three months prior to the trip date.**

**Guidelines and Policies for reserving and usage of the Pan de Vida Mission House**

The Pan de Vida facility is an arm of In Jesus Name Medical Ministry which is a tax exempt foundation in the United States and also in Guatemala. We are an evangelical organization whose main purpose is to share the good news of Jesus Christ in Guatemala and in the United States. We are multi-denominational and our faith in is God, Jesus the only begotten Son and the Holy Spirit.

The purpose of Pan de Vida is to offer the “Bread of Life” to those in El Tejar and the surrounding areas. The facility is available to other Christian mission groups as long as their beliefs, goals, visions and operational activities align with those of In Jesus Name. We are ambassadors of Jesus and need to keep that foremost in our words, actions and deeds. Anyone using this facility will conduct himself or herself accordingly. Time spent at Pan de Vida is not to be considered as vacation time. It is to be spent solely for the purpose of ministering “In Jesus Name”.

There are some straight forward “do” and “don’t” guidelines that may not necessarily need mentioning but because we are His representatives and are multi-denominational they are included and indeed are expected to be followed.

\* This is God’s house---not ours or yours---treat it with respect.

\* Your time here in Guatemala is time that God has given you---use it wisely.

\* Our task is to spread the good news of Jesus not share our worldly philosophy.

\* Your tongue is a reflection of who you are---keep it Godly. Behavior should reflect that you are an ambassador of Christ.

\* There are women and men sleeping quarters. There will be no cohabitation with the opposite sex unless married.

\* This is not a time to work on your wardrobe, dress appropriately at all times. No risqué clothing will be allowed. Culturally, tattoos are representative of gang affiliation or alternative lifestyles. Apparel should cover any and all tattoos out of respect for cultural differences

\* Respect the cultures and people of Guatemala and obey local and national laws.

\* No alcohol or tobacco allowed on the property.

\* No foul language to be used at any time. Specifically, never use any language that would be unacceptable to our Lord and Savior or offensive to another team member.

\* Some words of caution

 \* No one should under any circumstances be walking around the neighborhood outside the

 Pan de Vida compound. Stay within the walls!!

 \* No visitors or anyone other than team members should be in the upstairs bedrooms area.

 This will keep personal property of team members safe.

\* Washing machines and dryers are available for team usage.

**Schedule of fees**

\* Fees for usage of Pan de Vida do not include food eaten, rental vehicles, translators, personal toiletries.

\* The rate for the use of the Pan de Vida Mission House is $20.00 per person per night. A support team at Pan de Vida is ready to help but not be your maid service---please do not take advantage of these people. Towels and wash clothes will be provided daily and bathrooms will be cleaned daily. Your beds and personal area are your responsibility.

\* There will be a separate administration fee of $300.00 if a team requires additional support efforts such as grocery shopping , someone to escort to and from airport, escorts to and from areas of planned services, etc, etc.

\* There are people available to prepare meals if a team desires this service. The food would be purchased by the Pan de Vida support people and the team would reimburse this cost. The fee for preparing a meal and cleaning up the kitchen afterwards would be $50.00 per meal.

**Property Damage**

\* A team using the Pan de Vida Mission House will be responsible for any damage of any nature. A fair and reasonable cost for any damage will be determined on a case by case basis and must be paid at the conclusion of the mission trip.