

International Missions Aid, IMA

TRIP CONTRACT

Name of Group: _____ Number in Group: _____

Leader: _____ Dates: _____

SPACES ARE NOT SECURED UNTIL FULL PAYMENT IS PAID. Payments are Non-Refundable, but may be transferable if changed 45 days out otherwise it is held for another trip for one year from date of trip to any location within our network.

CONTRACTS & DEPOSITS ARE SENT TO THE OFFICE:

IMA PO Box 1388, Rincon, Puerto Rico 00677

By signing below, I understand that I will represent IMA and to the rules of the organization.

Signature: _____ Date: _____

Address: _____ Email Address: _____

Church Phone: _____ Cell Phone: _____ Home Phone: _____

IMA PROVIDES THE FOLLOWING:

Accommodations: dormitory &/or church; Upgrades on housing will be an additional cost.

Meals Included: 5 breakfast, 4 lunches and 0 dinners (Dinners can be added for \$10 pp per pm) _____ dinners added
Customized trip set-up with trained, experienced missionary staff (Time may be allotted for R&R and/or sightseeing as requested).

GROUP AGREES TO THE FOLLOWING:

Complete and/or supply ALL forms & items required; to be accountable for the actions of the group members while on mission trip.

To provide ALL supplies for ministry (Work Projects, Sound System(s), VBS, etc.)

Final payment(s) due no less than 60 days from departure (Refunds are not available but may be used within 1 yr on another trip.)

PMA BUDGET (Project, Ministry and Activity) Most Customized Mission Trips involve dollars over and above the mission trip cost to you. This Cost should be projected during the planning stages of your customized trip and **MUST** be received 30 days prior to your arrival so that materials and needs can be purchased and waiting on you to facilitate time)

Please List your Projected PMA Budget in this space \$ _____ and keep us updated as this amount changes. We have teams estimate zero dollars and then get surprised and are able to bring \$500 or more and then we have some right from the beginning that designate \$2500 or \$5000 and bring it without blinking an eye! Average Team of 12 — 15 ppl bring between \$500-\$1000 per group; but is not mandatory.

Tool/Clothes/Sports Round Up- Ask others in your organization, church or school to donate new or used tools/ Clothing /sports equipment and bring them with you or purchase items from our list...shovels, rakes, brooms, drills, wrenches, screwdrivers, saws, hammers, nails & screws, electric & manual, anything you can do to assist construction or clean up...we desperately need cordless sets, generators and air tools (nailers, etc).

Group agrees to submit a \$100 US dollar deposit pp with this contract. Trip/Tour cost per person is inclusive of the deposit. All payments are applied to the balance, Records are not kept for group members. If the number of group participants decreases less than 60 days prior to departure, deposits/costs for each cancellation will be forfeited, Expenses incurred will be added to group balance due. If group cancels Trip/Tour, 10% of the Trip/Tour total cost will be forfeited; any remaining funds will stay in your groups account for 1 year to be used on another Trip/Tour with IMA. Ground Transportation cost is finalized within 6 months of arrival and could increase if this contract is more than six months out from arrival.

Trip Cost for _____ @ \$ _____ pp equals \$ _____

\$100 deposit pp due by _____ to secure space is \$ _____

Remaining Balance must be paid and in the IMA office by _____ (60 days prior to arrival) in the amount of \$ _____

***Ground Transportation, RT Air Travel, PMA Budget (See Above) Upgraded Housing Costs are NOT Included.**

IMPORTANT NOTE: Costs are based on current prices quoted on brochure or website and are subject to change due to changes in itinerary, number of people, **missed deadlines, currency exchange rates or transportation costs if provided. Cost does not include: items not listed above, personal things, project, ministry and/or activity supplies, passports & visa fees (It is your responsibility to determine necessity, and to obtain Passports and Visas) or miscellaneous airport, tourist, border and country fees.

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