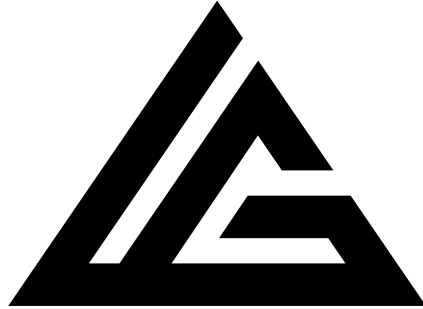




LIFE GUATEMALA

OFFICIAL TEAM HANDBOOK

TRIP COSTS.

We try to make our visits and projects as affordable as possible.
As soon as you reserve a trip, LG begins to invest time and energy into your visit to make it as effective and profitable as possible.

STEP I: **Non-refundable Reservation** **\$500**

Non-refundable payment due immediately.
Receipt of your deposit is the **only** way to lock-in your dates and guarantee your visit.

Team Fee Per Person
\$600 *based on 6 nights stay
This is for housing, food and airport-only transportation
This fee is due within **30 days** of your visit.

*If team total is under 10 people,
cost increases to \$700 *per person*.

Project Fee Per Team:
Varies (see project list for details)
*Non-Refundable within **45** days of team arrival

Other Costs:

\$150 p/p in country fee
(paid upon arrival in US dollars)

The following is a per person recommendation based off of
past/current visitor experience:

—

\$50 p/p for tips for Life Guatemala staff(*split among staff*)

\$100 p/p for snacks/team shop/coffee(*Venmo also accepted*)

\$100 p/p for Antigua shopping day(VISA/MASTERCARD widely accepted)

\$100 p/p for volcano hike(*ask for details and availability*)

Free-Will Offering for Sunday church service

PROJECT COSTS.

Standard Home Build: \$7,500

The build includes the foundation, all construction materials, **2** twin beds, **1** clean water filter system and **1** built-in kitchen.

Home Build Plus+: \$10,000

Standard Home Build *Plus*: **2** bunk beds, **1** complete rain water collection system, **1** dry wood storage, **1** complete home electrical package.

Kitchen Build: \$5,000

The build includes the foundation, all construction materials, **1** eco-stove and **1** clean water filter system.

Eco Stove: \$500

1 high-efficient stove (same model as our new homes/kitchens)

Water Filter: \$150

1 clean water filter (same model as our new homes/kitchens).

Beans/Rice: \$300

200 lbs. Recommended for home visits and packaged by the team upon arrival.

Financial Recap *(standard costs only)*

\$500 non-refundable deposit*(Due immediately; deducted from your total)*

\$____ collective project fee for home build etc. *(due 90 days in advance)*

\$600 p/p team fee *(due 30 days in advance)*

\$150 p/p individual transportation *(paid in-country in USD)*

*Within 90 days of trip, project is non-refundable.
Within 30 days of trip, team fees are non-refundable.*

HOME VISITS.

Life Guatemala meets people where they are. On a normal visit with us, you will get the opportunity to visit real homes of real people.

What does an average home visit look like?

1. **Rice/Beans:** You will go into homes and meet not just spiritual but physical needs. We will deliver food to families as we visit so please add this to your costs.
**Come ready to bless both body and soul.*
2. **Prayer:** Our main focus is the needs of the family.
**Come ready to pray.*
3. **Testimony:** During home visits, you may be prompted to share your own story to relate to the people you are ministering to.
**Come ready to tell your story.*
4. **The Gospel:** Life Guatemala takes the sharing of the Gospel extremely seriously.
**Come ready to share His story.*
5. **Translation:** An English to Spanish translator, aka 'your voice', will be there with you to help you communicate effectively.
**Come ready to be personal.*

NOTE:

Guatemala and its villages are generally very rugged by nature. You will minister at +7500' above sea level. Be mentally prepared to drink plenty of water while here.

Also, please wear shoes that fit well, allow for vertical hill climbs and use footwear that can be left behind if needed because of wear and tear while in the country.

BIBLE CLUBS.

Each team will *normally* do **3 separate** children activity times.
This is generally done in VBS format with singing, story, games and candy/toys.
Life Guatemala staff will lead the singing and pre-lesson activities.

On a full trip, be prepared for Bible Clubs on Sunday(50) and Monday/Tuesday(175).

1. **Bible Lesson:** Prepare to share a **15 minute** Bible lesson. Biblical values are highly recommended. PLEASE treat this, at minimum, as important you would your churches children VBS. These children deserve your absolute best; of everything.
2. **Activity:** Coloring sheets and crayons(3 per child) is always a safe bet. If you do choose to do a craft, avoid anything that involves confetti and glitter.
3. **Games:** Relay races, 4 corners, ballon race... anything that requires few items and retains child engagement is recommended.
4. **Toy/Candy:** Upon departure, please be prepared to give each child candy and a small gift as they leave each day.

NOTE:

Mothers and elderly women frequent our activities. If you would like to bless them, bring things like brushes, toothpaste, tooth brushes, wash clothes, hair clips, bobbie pins, bags for packaging them etc.

Sunday = +/- 20 women Monday/Tuesday = +/- 40 women

SAFETY.

You are traveling outside the United States. Though as safe as any big city in the U.S., you are a visitor and need to prepare for this accordingly.

1. **Don't be flashy:**

Refrain from accessories that draw attention to yourself. Be mindful of the jewelry you wear and electronics you carry out in the open.

2. **Stay with the group:**

There is always safety in numbers, so whether you are at the airport or out in a village, always make sure you have at least 1-2 people with you at all times.

3. **Stay hydrated:**

Guatemala is called the 'Land of the Eternal Spring' for a reason; almost perfect in climate. But, you will live and minister at or near 5000' to 8000' elevation during your visit.

Water consumption is paramount and dehydration leads to nausea and headaches. Clean and safe water is available to refill bottles and bottled water is available in the team store.

4. **Keep bus windows closed:**

Unless instructed otherwise, bus windows should remain closed. We need not draw that type of attention to the group by putting your face and phone out the window.

5. **Items of value:**

If you cannot afford to lose your phone, please leave it at the mission home. Passports should never travel with you to a village, under any circumstance. Should you do so and lose it, you will be responsible for its replacement, housing needed for extended stay and any costs Life Guatemala incurs because of this.

6. **Stay in the mission house:**

Life Guatemala staff will be responsible for letting people in and out of mission property. Please never answer the door and under no circumstances should you ever leave the premises unless with a staff member or with prior consent.

7. **Water + Hygiene:**

Clean water and hand sanitation are the biggest inhibitors to good health for the week. Do not drink any water from the faucets/shower and wash your hands regularly as it will go a long way towards a happy and healthy mission trip.

8. **Traveller's Insurance:**

Life Guatemala recommends ALL visitors acquire medical evacuation insurance. IMG Global, among others, offer reasonable rates.

MISSION HOUSE.

FORESEEN ADDRESS(for customs):

3 Calle A Casa #27 San Juan del Obispo, Antigua Guatemala

1. **Sleeping Arrangements:**

Housing is Jack & Jill style, comprised of **4** separate bunk rooms, each with its own private bathroom. The room breakdown is as follows: Room 1- (5 beds), Room 2- (10 beds), Room 3 (12 beds), Team Leader Room- (6 beds)

2. **Bedding:**

Towels and bedding are provided by Life Guatemala. Towels will be changed out **2** times during the week.

3. **WiFi:**

Wireless internet is available throughout the property.

4. **Dining:**

A common dining area, along with some private tables in adjacent areas, are available.

5. **Coffee:**

Standard coffee available each morning/evening. Life Guatemala roasts and sells fresh, specialty coffee for \$15 per bag the the Team Store.

6. **Washer + Dryer:**

Commercial washer and dryer on site for a fee of **\$10** usd per load. (6pm-Midnight)

7. **Snacks:**

Our Team Shop is open 24/7 and has a variety of merchandise, snacks, cold drinks and freshly roasted coffee to purchase(USD or Venmo).

8. **Amenities:**

Hammocks, rocking chairs, fire pit, basketball, ping pong, and a table games are free to use for your enjoyment.

NOTE:

Because of limited space and unless the group size is small, we cannot accommodate for couples. Men and women will bunk together in separate rooms.

TRAVEL DAY.

Be ready to fly.

1. **Passport:**

Your passport **MUST** valid for AT LEAST 6 months *longer* than your return date to the United States.

2. **Customs Form:**

24 hours before your flight, fill out and screen shot your customs QR code at:
<https://farm2.sat.gob.gt/declaDelViajeroGt-web/pages/public/declaracionViajero.xhtml#no-back-button>

3. **Baggage Stickers:**

Please save your bag stickers! These could be asked for in Guatemala.

NOTE:

Foreseen address for customs form:

3a Calle Casa #27 San Juan del Obispo, Antigua Guatemala

LANDED IN GUATEMALA, NOW WHAT?

Step 1:

Follow the crowd and make your way to the customs line. Here, they will take your form and stamp your passport. _

Step 2:

Go to the corresponding luggage belt and retrieve your luggage.

Step 3:

Remember those **bag stickers** from this morning? As you exit have those ready in case you need to show them once you pick-up your bags.

Step 4:

Pass through the line for luggage scan and once through the doors, exit to the **RIGHT**.

*Someone from Life Guatemala staff will be waiting with a sign for you. DO NOT LEAVE.

FOOD.

The million dollar question.

1. **Mission House Meals:**

All of your meals will be familiar, we might even have a taco night! Our meals are prepared in-house by our own cooks in sanitary conditions. From spaghetti and bacon to local Guatemalan favorites, you will not go hungry while visiting Guatemala.

2. **Food Allergies:**

Unfortunately, Life Guatemala **cannot** accommodate for food allergies. There are normally a few things to choose from but if you have an allergy, please compensate by bringing what you need on your trip. We cannot shop upon arrival.

3. **Kitchen Use:**

The kitchen is for Life Guatemala Staff use ONLY. **You will not** be able to use the kitchen to prepare independent meals. There is a microwave in the dining area for your use and convenience should you need it.

4. **Village Meals:**

While in our villages, we often have the privilege to eat a home cooked meal prepared by trusted families. These meals are safe to eat, as is any ice at restaurants.

NOTE: If there is a scheduled meal in a village you will **always** have the option to pack a PB&J before you leave each morning!

5. **Giving Away Food:**

We know it is difficult, but at times you might have lunch around others. Because of lack of food for all and the fact most Guatemalans don't eat sandwiches etc, please refrain from giving away your food. If you prefer not to eat because of this, we completely understand.

HELPING HELPS...

...when done correctly.

1. **Do not give away cash:**

Under no circumstances, unless authorized by our director, is it acceptable to give away any form of cash to those we ministry to. No exceptions.

2. **Life Guatemala Staff:**

Many of you will grow to love our staff just as much as we do! But, please leave any monetary help to them via an end of the week tip. Never promise financial help to LG staff and if you would like to help someone on staff, please communicate that with us and we will walk you through that process.

3. **Social Media:**

Social media is a great help and allows us to stay in contact between visits, especially those that make friendships while here. Should a staff member contact you and ask for money, please contact Life Guatemala leadership for clarification immediately. Should you give to a staff member without letting us know, they are in danger of losing their job for a multitude of reasons that are all very unhealthy for church/international missions.

NOTE:

We understand that our rules and procedures may seem difficult to understand. We also realize it can be very hard to follow them when you see such levels of poverty/need.

Collectively, Life Guatemala has over 100 years of international missions experience. Every rule we make; not just in this section but the entire handbook, is made for a reason. Each line item you see is something we have dealt with multiple times and as an organization have made with much prayer and consideration.

Thank you for your heart and trust while you serve with Life Guatemala!

WHAT TO BRING.

Here are our suggestions.

1. Linens and towels are provided, but an extra towel never hurts!
2. Travel size shampoo, soap and toothpaste.
3. Comfortable shoes designed for activity. Closed toes are encouraged for villages.
4. Bible Club materials; including activities, games, candy and give-aways.
5. Any extra supplies for furnishing a new home build.
6. Any personal tools you would like to use during construction.
7. Recommended U.S. dollars for expenditures.
8. If you have food allergies, please bring any food to compensate for the week.
9. All medications/devices you need. (C-PAP machines can be used in Guatemala.)
10. Comfortable clothes, light sweatshirt/jacket and a poncho.
11. Flashlight, power strip, phone charger etc.
12. Sunscreen and/or a hat.

Village Dress:

Always keep modesty in mind. Guatemala is a very conservative country as a whole,

We ask both men and women to please refrain from short and/or tight clothing and avoid any clothing that shows your midsection. Tank tops are permitted, but they must have a layered shirt over it while in villages.

Additionally, while in villages we ask you cover any tattoos on arms and/or legs.

For any questions or doubts please reach out to us!

Tobacco and Drug/Alcohol Policy:

Life Guatemala is tobacco, drug and alcohol free. No drinking, smoking or vaping is allowed on mission home property, during travel or in our ministry areas.

Failure to comply could lead to immediate dismissal.

WHILE YOU WAIT.

Prior to your trip there is plenty to do!

1. **Pray.** Pray for a heart of service and selfless service: this trip is about others.
2. **Study.** If you will teach or sing; please invest **much** time in preparation.
3. **Help.** Fundraising for a home is a group effort. Be involved in the process!
4. **Prepare.** Make sure your passport is valid for at least (6) months beyond your return date to the United States.
5. **Connect.** If you have not already done so, please follow us on Facebook and Instagram @ Life Guatemala.
6. **Learn.** At www.lifeguatemala.com you can learn about us, watch informative videos, meet the team and more!
7. **Ask Questions.** If you are unsure of anything, please ask your leader in advance!

Dear Future Team Member,

Thank you so much for considering visiting and serving the beautiful people of Guatemala. You will never regret the decision and life-change it evokes!

The Life Guatemala Team Handbook is a compilation of information that we hope will be very useful for you. Though difficult to be all-inclusive, we believe all that/most you need to know in order to plan and execute your trip will be found here.

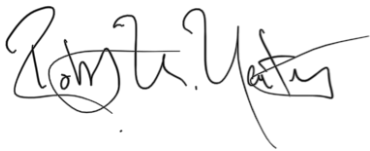
It is mandatory for the team leader to read this handbook and oversee that his/her group fully understand and agree to its contents.

Upon reading this manual, we will assume by your signing and emailing to us your signed and dated Verification Form that you fully understand/agree to its contents; along with every member of your team.

Please be sure to make your deposit, sign the attached form and return both to Life Guatemala as soon as possible to reserve your trip.

It is an honor that you are choosing to serve with us and we look forward to seeing you in Guatemala soon!

God bless you in your journey!

A handwritten signature in black ink, appearing to read "Robert Yeater". The signature is fluid and cursive, with a large initial "R" and a long, sweeping underline.

Robert Yeater
Founder/Director, Life Guatemala



LIFE GUATEMALA HANDBOOK

Verification Form

Please complete and email to alex@lifeguatemala.com as soon as possible.

I, _____, by signing this document make it known to leadership of Life Guatemala that I have read, understand and will share this information to every member of our potential team.

We agree with the financial terms of our visit and all of our responsibilities as it pertains to any home build, Bible Club or any other activity agreed upon with Life Guatemala and will be subject to its adherence.

I understand that as a team, we alone are responsible to come prepared and well-versed in the Life Guatemala Team Handbook and its expectations.

Name: _____ Date: _____

Signature: _____



LIFE GUATEMALA