GUATEMALA

TEAM CASAS TRIP GUIDE

CASAS

POR CRISTO

For questions and to submit documents, please contact our team coordinators at questions@casasporcristo.org or 915.778.0046. Fax: 915.778.0086.

QUICK GUIDE

3-6 Months Prior

_ Register and pay the $100 deposit.
_ Apply for your passport.
_ Read this Guatemala Team Casas Trip Guide.
_ **Do NOT purchase plane tickets until the trip is scheduled.**

30 Days Prior

_ **If the trip has reached the minimum number of participants and is scheduled…**
- Submit your final trip payment.
- Secure your flight to and from La Aurora International Airport in Guatemala City, Guatemala.
- Submit your flight itinerary, food allergies, disclosure of risk form, and medical release form to our team coordinators.
- Check your email to find out your missionary, lodging, and family information.
- Pray for the recipient family.
- Casas por Cristo will purchase travel insurance on your behalf.

**At least 14 individuals need to register 60 days prior to the trip start date for a trip to be confirmed. Registrations will be accepted until the trip takes place.*

PACKING LIST

- ☐ Travel documents (passports, etc.)
- ☐ Tool belt or nail apron
- ☐ Work gloves
- ☐ Protective eye wear
- ☐ Long work pants (no capri pants or shorts on work site)
- ☐ Work shirts (t-shirts)
- ☐ Sturdy closed-toed shoes or boots & flip flops
- ☐ Hat or bandana
- ☐ Insulated water container
- ☐ Sun block
- ☐ Chap stick
- ☐ Bible
- ☐ Soap, shampoo, & other toiletries

REQUIRED TOOLS

- ☐ **Hammer (no smaller than 16 oz.)**
- ☐ **Carpenter's pencil**
- ☐ **25 ft. tape measure**
- ☐ **Utility knife**

- ☐ *Earplugs (for sleeping)
- ☐ *Flashlight
- ☐ *Wet wipes
- ☐ *Knee pads

→ **These items aren't mandatory but can be helpful.*

DO NOT PACK

- ☐ Tank tops or sleeveless shirts
- ☐ Torn pants
- ☐ Hair dryers, curling irons, and hair straighteners
- ☐ Short shorts (cheerleading/running)
- ☐ Tight fitting clothing (yoga/spandex pants)

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30 DAYS PRIOR

Final Payment

Make your final payment online or send a check to Casas por Cristo, PO Box 971070, El Paso, TX 79997.

Flights

Purchase your airfare to and from La Aurora International Airport in Guatemala City, Guatemala. Book flights to arrive anytime on the first date of the trip and depart anytime on the last date of the trip. Due to the unique situation of this trip, we will not allow any exceptions to the arrival and departure days. Forward your flight itinerary to our team coordinators.

Food Allergies

Email your food allergies to our team coordinators.

Forms

Email your disclosure of risk and medical release forms to our team coordinators.

Missionary, Lodging, & Family Information

Check your email for a trip profile page link containing information about your assigned missionary, Guatemala lodging, and family. We will send it to you no later than 30 days prior to your trip.

Travel Insurance

Casas por Cristo will purchase travel insurance on your behalf (see EMERGENCIES section for details). Your Casas missionary will keep a printed copy of your group's travel insurance ID cards throughout the trip.

TRIP DETAILS

Arrival & Departure

Your Casas missionary and one of our team coordinators will set up a video call with you and the other team members sometime before your trip to introduce ourselves, go over expectations for the week, and talk about your airport pickup.

Once we have received everyone's flight itineraries, we will email you some scheduled pick up times from the airport. Once you exit customs, you can wait in the café area to the left of the exit until the designated pick up time. Then exit the airport to meet your Casas representative out front and board the bus.

Animals

It is important that you do not feed or touch the animals in Guatemala. Many of them carry diseases and have the potential to bite or scratch.

Attire

Please bring clothing that is modest and appropriate. The following clothing items are prohibited: tank tops, cutoff shirts, torn pants, short shorts (cheerleading/running), tight fitting clothing (leggings and yoga/spandex pants/shorts). On the work site, everyone must wear long pants and closed-toed shoes for protection. You may wear modest shorts whenever you are not on the work site.

Cell Phones

Talk with your carrier to see if you will have service in Guatemala and what charges you may incur. Your Casas missionary will have a cell phone with service in Guatemala in case of emergencies.

Cost

The cost is $800 for an adult age 12 and up and $200 for children ages 0-11 accompanied by a parent or guardian. The cost includes all materials, meals, transportation, lodging, and insurance in country. The cost does not include airfare to and from Guatemala City. The $100 deposit is non-refundable and non-transferable. However, if we do not reach the minimum number of participants, the trip will be canceled and your deposit will be refunded.

Cultural Sensitivity

Casas por Cristo exists to open the door for local pastors and churches to share the love of Jesus Christ by serving. The Guatemalan church culture is generally more conservative than yours. Please be sensitive to the desires of the pastors you are here to serve. Our pastors have asked that our teams refrain from purchasing or consuming alcohol and tobacco, dress modestly, and respect the facilities. Ask your Casas missionary for more specific information about your assigned pastor/church.

Dedication

Start thinking about how you would like to dedicate this home. We will provide a Spanish Bible, keys, and a plaque. This will be a great time for the group and family to speak with one another and pray together.

Devotions

Reflecting on each day is an important part of your experience. We will plan a time each day for a group devotional and reflection. We may ask some you to lead a devotion throughout the week. We will email you details if you are selected.

Documentation

Passports are REQUIRED for all team members! If you plan to travel with minors without parents, please see the US Customs & Border Protection's recommended documentation.

Excursion

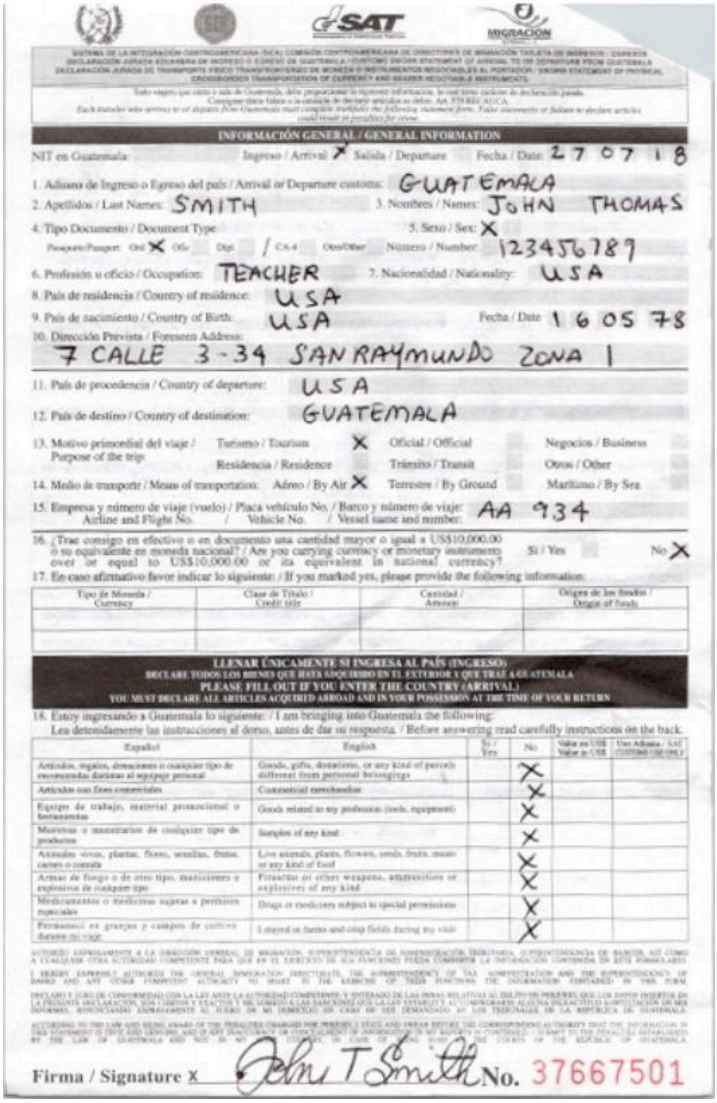
We have arranged for your team to visit the ancient city of Antigua and shop around the local market the day prior to your departure. The cost of transportation to Antigua is included with your trip, but you will need to pay for your own lunch ~$15. Please note that in the event your home takes longer to complete than anticipated, you will give up your excursion day to stay and finish the house.

Gifts for the Recipient Family

In an effort to create uniformity and adhere to the desires of our pastors, we ask that you limit your gifts to one of each of the following per family.

- One bed, which can be purchased for $120 in our online store.
- One Eco Filter, which can be purchased for $60 in our online store.

Immigration & Entry Form



INFORMACIÓN GENERAL / GENERAL INFORMATION

NIT en Guatemala: Ingreso / Arrival X Salida / Departure Fecha / Date: 27 07 18

1. Aduana de Ingreso o Egreso del país / Arrival or Departure customs: GUATEMALA
2. Apellidos / Last Names: SMITH 3. Nombres / Names: JOHN THOMAS
4. Tipo Documento / Document Type: 5. Sexo / Sex: X
Pasaporte/Passport: Ord X Ofic Diplo / C.A.4 Otro/Other Número / Number: 123456789
6. Profesión u oficio / Occupation: TEACHER 7. Nacionalidad / Nationality: USA
8. País de residencia / Country of residence: USA
9. País de nacimiento / Country of Birth: USA Fecha / Date: 16 05 78
10. Dirección Prevista / Foreseen Address:
7 CALLE 3-34 SAN RAYMUNDO ZONA 1
11. País de procedencia / Country of departure: USA
12. País de destino / Country of destination: GUATEMALA
13. Motivo primordial del viaje / Purpose of the trip: Turismo / Tourism X Oficial / Official Negocios / Business
Residencia / Residence Tránsito / Transit Otros / Other
14. Medio de transporte / Means of transportation: Aéreo / By Air X Terrestre / By Ground Marítimo / By Sea
15. Empresa y número de viaje (vuelo) / Placa vehículo No. / Barco y número de viaje: AA 934
Airline and Flight No. / Vehicle No. / Vessel name and number:
16. ¿Trae consigo en efectivo o en documento una cantidad mayor o igual a US$10,000.00 o su equivalente en moneda nacional? / Are you carrying currency or monetary instruments over or equal to US$10,000.00 or its equivalent in national currency? Sí / Yes No X
17. En caso afirmativo favor indicar lo siguiente: / If you marked yes, please provide the following information:

Tipo de Moneda / Currency	Clase de Título / Credit title	Cantidad / Amount	Origen de los fondos / Origin of funds

LLENAR ÚNICAMENTE SI INGRESA AL PAÍS (INGRESO)
DECLARE TODOS LOS BIENES QUE HAYA ADQUIRIDO EN EL EXTERIOR Y QUE TRAE A GUATEMALA
PLEASE FILL OUT IF YOU ENTER THE COUNTRY (ARRIVAL)
YOU MUST DECLARE ALL ARTICLES ACQUIRED ABROAD AND IN YOUR POSSESSION AT THE TIME OF YOUR RETURN

18. Estoy ingresando a Guatemala lo siguiente: / I am bringing into Guatemala the following:
Lea detenidamente las instrucciones al dorso, antes de dar su respuesta. / Before answering read carefully instructions on the back.

Español	English	Sí / Yes	No.	Valor en US$ / Value in US$	Uso Aduana / SAT
Artículos, regalos, donaciones o cualquier tipo de encomiendas distintas al equipaje personal	Goods, gifts, donations, or any kind of parcels different from personal belongings		X		
Artículos con fines comerciales	Commercial merchandise		X		
Equipo de trabajo, material promocional o herramientas	Goods related to my profession (tools, equipment)		X		
Muestras o muestrarios de cualquier tipo de productos	Samples of any kind		X		
Animales vivos, plantas, flores, semillas, frutas, carnes o comida	Live animals, plants, flowers, seeds, fruits, meats or any kind of food		X		
Armas de fuego o de otro tipo, municiones o explosivos de cualquier tipo	Firearms or other weapons, ammunition or explosives of any kind		X		
Medicamentos o medicinas sujetas a permisos especiales	Drugs or medicines subject to special permissions		X		
Permanecí en granjas y campos de cultivo durante mi viaje	I stayed in farms and crop fields during my visit		X		

AUTORIZO EXPRESAMENTE A LA DIRECCIÓN GENERAL DE MIGRACIÓN, SUPERINTENDENCIA DE ADMINISTRACIÓN TRIBUTARIA, SUPERINTENDENCIA DE BANCOS, ASÍ COMO A CUALQUIER OTRA AUTORIDAD COMPETENTE PARA QUE EN EL EJERCICIO DE SUS FUNCIONES PUEDA CONSULTAR LA INFORMACIÓN CONTENIDA EN ESTE FORMULARIO.
I HEREBY EXPRESSLY AUTHORIZE THE GENERAL IMMIGRATION DIRECTORATE, THE SUPERINTENDENCY OF TAX ADMINISTRATION AND THE SUPERINTENDENCY OF BANKS AND ANY OTHER COMPETENT AUTHORITY TO SHARE IN THE EXERCISE OF THEIR FUNCTIONS THE INFORMATION CONTAINED IN THIS FORM.

DECLARO Y JURO DE CONFORMIDAD CON LA LEY ANTE LA AUTORIDAD COMPETENTE Y ENTERADO DE LAS PENAS RELATIVAS AL DELITO DE PERJURIO, QUE LOS DATOS INSERTOS EN LA PRESENTE DECLARACIÓN, SON CIERTOS Y EXACTOS Y ME SOMETO A LAS SANCIONES QUE LA LEY ESTABLECE AL CONFIGURARSE ALGUNA DE LAS FALTAS O OMISIONES EN MIS INFORMES, RENUNCIANDO EXPRESAMENTE AL FUERO DE MI DOMICILIO EN CASO DE SER DEMANDADO EN LOS TRIBUNALES DE LA REPÚBLICA DE GUATEMALA.
ACCORDING TO THE LAW AND BEING AWARE OF THE PENALTIES CHARGED FOR PERJURY, I STATE AND SWEAR BEFORE THE CORRESPONDING AUTHORITY THAT THE INFORMATION IN THIS STATEMENT IS TRUE AND GENUINE, AND OF ANY INACCURACY OR OMISSION OF INFORMATION IN MY REPORTS IS CONTINGENT, I SUBMIT TO THE PENALTIES ESTABLISHED BY THE LAW OF GUATEMALA AND NOT IN MY COUNTRY, IN CASE OF BEING SUED IN THE COURTS OF THE REPUBLIC OF GUATEMALA.

Firma / Signature X John T Smith No. 37667501

Immunizations

We do not require any immunizations; however, we do recommend current Tetanus and Hepatitis A & B immunizations. You may check the CDC website to see what they recommend for travel to Guatemala.

Internet

Most accommodations offer basic internet for $10/week that will allow you to text and call (video streaming unavailable). Cash and credit cards accepted at the Casas store.

Lost Baggage

If your baggage does not arrive, please see the airline and give them the following information.

- Address: 7 Calle 3-34, Zona 1, San Raymundo, Guatemala.
- Guatemala staff phones: 4488-4606 (Pete Dockery), 3193-3017 (Wayland Dietrich), and 4056-1491 (Katherine Clark).

Meals, Transportation, & Lodging

Casas por Cristo will arrange your meals, transportation, and lodging in Guatemala. The only meal not included is lunch while sightseeing in Antigua. The fees for this are included in your final payment. There is an additional $25/person/extra day fee if you are staying longer than the typical 6 day trip.

Merchandise

You may purchase Casas souvenirs (t-shirts, hats, mugs, etc.) from the Casas store located at our office in San Raymundo. You can also shop online on our website. US dollars, Guatemalan quetzales, and credit cards are accepted.

Money

In Guatemala, the currency is called the Quetzal. The US dollar is **not** accepted in San Raymundo. Exchange your money state side for the best exchange rate or in the Guatemala City airport. You will need to have your passport and know where you are staying in San Raymundo in order to exchange money. The address you can give is **7 Calle 3-34, Zona 1, San Raymundo, Guatemala.** You can also withdraw money from the local ATM's in San Raymundo using your personal debit card. Please check with your bank to see what fees may apply. No banks will exchange $20 bills in San Raymundo, so if you need to exchange money there, you will have to bring crisp $50 or $100 bills.

Personal Belongings

Don't bring anything to Guatemala that you would be heartbroken to leave without. We recommend keeping anything of value with you at all times (money, passports, jewelry, etc.), locked in the safe in our office, or secured in the room at your lodging facility.

Recipient Family

We do not require that the recipient families participate in the building process beyond having the site prepared. However, many families are eager to help but are shy and feel like they would be in the way. Make every effort to include your family in the building process. Some families will prepare meals for teams to show their gratitude. These families make extra efforts to ensure that the food is safely prepared.

Smart Traveler Enrollment Program

We will enroll your group in the Smart Traveler Enrollment Program at STEP.state.gov. This will help the US government reach you in an emergency.

Spanish

The primary language spoken in Guatemala is Spanish. However, some families speak a Mayan dialect called Kaqchikel. We encourage you to learn some Spanish phrases beforehand to be able to speak with your family.

Support Your Missionary

In order to keep the cost of our mission trips low, our missionaries raise their own salaries to serve at the ministry. Each missionary depends on gifts from churches and dedicated individuals to cover their salaries. Changing a family's life this week could not happen without your effort and sacrifice. It also could not happen without your financial support of our missionaries. At the end of your trip, encourage your missionary by giving a donation and consider joining their monthly support team.

Team Composition

The ideal group size is 15 to 25 people per house. We will send you a roster of your team prior to your trip. The work will include pouring concrete, building walls, and installing metal roofing, electrical, siding, windows, and

a door. Each of these tasks has at least one element that everyone can perform. Skilled laborers are not needed.

Time Zone
Guatemala is in the Central time zone, but does not observe daylight savings. When establishing meeting times, we will refer to this time zone.

Water
Tap water in Guatemala is not purified to American standards. To avoid getting sick, please drink only the purified water that Casas will provide for you at your work site and lodging.

Weather
The temperatures in San Raymundo range from 55 to 80 degrees year round. Rain is a common occurrence, and a light rain jacket is recommended.

Your Casas Missionary
One of our trained missionaries will be with you 100% of the time you are in Guatemala to lead and live with your team for the week. He or she will teach, supervise, and ensure safety and quality. We take care of the details so that you can focus on building and serving. Most of our missionaries have a basic understanding but are not fluent in Spanish. Our missionaries are here for you and your group and will work to accommodate your requests. Read a brief bio about your missionary on the missionaries page of our website.

EMERGENCIES

Emergency Contact Number 915.778.0046
Please leave our office number 915.778.0046 with your families and friends at home in case of an emergency where they would need to contact you while you're out of the country. Even if it is after business hours, they will reach one of our missionaries who will assist in relaying their message and provide any necessary follow-up.

First Aid Kit

Your Casas missionary will have a basic first aid kit. We recommend that you also bring a first aid kit to treat minor medical incidents throughout your trip.

Medical Treatment

In case of a medical emergency your Casas missionary will evaluate the severity of the injury. For minor medical issues (dehydration, minor scrapes and cuts, food-related sickness, etc.), you will see the local doctor in San Raymundo, Dr. Ramiro Cojon (GPS: 14.766925, -90.593245). For more serious injuries, the Casas missionary will call the international insurance we purchased for you and take you to Guatemala City to receive treatment at a larger medical facility, Centro Medico (Zona 10, GPS: 14.610198, -90.509935). You will be accompanied by a Guatemala field missionary while another Casas missionary attends to the needs of the rest of the team. You will be sent back to the US as early possible.

Travel Insurance

Casas por Cristo will purchase travel insurance on your behalf. This is included in the cost of your trip. Your Casas missionary will keep a printed copy of your group's travel insurance ID cards throughout the trip. We will purchase the International Assurance Travel Medical Plan through Insurance Services of America. We offer an Explanation of Travel Insurance Coverage.

Safety

Your team's safety is of the utmost importance to us. We have been working diligently since our inception in 1993 to ensure that we have a number of fail-safes in place regarding personal safety and emergency situations. Read our Risk Plan for more details.

US Embassy Guatemala City

Sometimes, in spite of careful planning, things still go wrong during a trip abroad. Contact the US Embassy for help with emergencies.

US Embassy Guatemala City

Avenida Reforma 7-10, Zona 10
Guatemala City, Guatemala
Email: AmCitsGuatemala@state.gov
Phone: (502) 2326-4000 (If calling from the US, dial 011 first.)

GUATEMALA LODGING

You will stay at one of our facilities for the duration of your trip. We will email you the link to your trip profile page containing details about your lodging no later than 30 days prior to your arrival.

Bathrooms

All toilet paper should be thrown away in the trash can. Do not place it in the toilet.

Cleaning

Our Guatemala cleaning team will service your accommodations daily to remove trash in the restrooms and common areas. They will not enter the dorm rooms where your team will stay. However, we recommend not leaving any valuables in the rooms. If your restroom trash should fill up before the next day's cleaning, please dispose of the trash into the larger trash containers.

Showers

All of our accommodations have a shower. However, many of them do not have hot water. We ask you to take military showers: get wet, turn the water off, soap up, and then turn the water back on to rinse off.

Sleeping

Sleeping arrangements vary by facility. A bed, pillow, sheets, blanket, and towels will be provided.

SCHEDULE

Day 1

Arrive at the airport, exit customs, and walk outside to meet your Casas representative and get on the bus. Arrive at your accommodations in San Raymundo and enjoy a simple sack lunch/dinner in case you haven't eaten prior. A short orientation will be given.

Days 2 - 4

- 6:30 a.m. — Breakfast
- 7:30 a.m. — Head to work sites
- 3:00-5:00 p.m. — Return from work
- 6:00 p.m. — Dinner
- 10:00 p.m. — Lights out

Day 5

Visit the ancient city of Antigua and shop around the local market. You will be responsible for purchasing your lunch. Leave after breakfast, return late afternoon, and have dinner at your accommodations.

Day 6

Early morning: head to the airport. Time will be determined by your flight back to the U.S.

WORK SITE

Construction Process

The house you will be building will have a concrete foundation followed by 2"x4" framed walls. The outside of the house will be covered with wooden lap siding. The inside of the house will have electricity, and 1/4" plywood wall paneling. The roof is framed with 2"x6"s then covered with corrugated metal roofing.

Preparedness

Be sure to arrive at the work site with all of the equipment that you will need. You will need to take a positive attitude, sunscreen, water bottle, and tools.

Stay in a Group

Your Casas missionary should know where you are at all times. Your team should stay together as a group at all times.

Tools

Casas por Cristo provides the majority of the tools you will need, **but you do need to bring the required tools on the packing list.** You and your team are responsible for the tools we provide. If tools break due to normal wear and tear, we will replace them. However, if they are lost or neglected, your team will be responsible for the replacement costs. The Casas toolkit is equipped with the following power tools: cement mixer, drill, power saw, and generator, if necessary. You are welcome to bring any additional tools or nail guns. We have found that

extra battery-powered tools are more helpful than corded tools. Your team may have to load and unload all of the tools multiple times every day.

Work Site Bathroom

There is a bathroom facility of some sort at each work site. However, some may be more primitive than others.

Work Site Safety

The two most frequent work site injuries are debris in an eye and dehydration. If your Casas missionary asks you to do something that you are unable to perform, please ask him or her to reassign you to another task. Please take the following precautions.

- ☐ Wear eye protection at the work site.
- ☐ Drink one gallon of water per day.
- ☐ Wear sunscreen or protective clothing to prevent sunburn.

CASAS por CRISTO

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