

COSTA RICA CHECKLIST

(Don't lose this!)

Call Jon Bartholomay at (734) 730-1687 if you have questions or concerns.

- Before February 28th**: Give full commitment to going on trip
- On March 6th**: Meet from 2 to 3 PM at Youth House
- Before March 31st**: Send out ALL support letters
 - Need to raise \$1,200
- On April 3rd**: Meet from 2 to 3 PM at Youth House
- Before April 15th**: Apply for your passport
 - Go to http://travel.state.gov/passport/forms/forms_847.html for more info.
 - Costs about \$100
- On May 1st**: Meet from 2 to 3 PM at Youth House
- Before May 15th**: Follow up with potential donors if necessary
- Before May 31st**: Raise all \$1,200
- On June 5th**: Meet from 2 to 3 PM at Youth House
- Before June 15th**: Turn in Authorization Form D and permission slip
- Before June 30th**: Get tetanus booster (if you haven't had one within last 10 years)
- On July 24th**: Meet from 2 to 3 PM at Youth House
- Before July 28th**: Pack your bags!

You can download a sample fundraising letter and other documents at

www.milanvineyard.org/youth/costarica.html.