

Eastern Mennonite Missions

Kingdom teams timeline

What to expect

1. Submit your group's registration.

The registration form is available at emm.org/kteams as a PDF to fill out and email, or as a form you download and print, then mail. The registration form includes:

- Preferred dates (see the calendar of available dates at emm.org/kteams)
- Estimated number of youth and adults (maximum of six youth per adult), and estimated age range of youth
- Contact information

2. EMM processes your registration.

EMM processes registrations on a “first come, first served” basis. When we confirm your registration, we will reserve your dates. You will receive an email or letter confirming the location and dates of your Kingdom team (K-team).

3. Submit your reservation deposit.

Once you receive confirmation of your K-team location and dates, your deposit is due to reserve the slot. This non-refundable deposit of \$200 commits your group to the slot and allows us to start preparing for your group. If we don't receive your deposit within 14 days of your group's confirmation letter, we will reopen that slot to other waiting groups. You will receive a confirmation email or letter when we process your deposit.

4. EMM sends your information packet.

In April you will receive a packet of information for your K-team. This packet includes:

- A general schedule
- Information about the location
- A K-team handbook, including guidelines and a packing list
- A group roster
- A medical release form

5. Submit your final group information.

Your final group roster is due 30 days before your K-team experience. You may complete the form from your packet, or request it electronically. We need to know the full name, birth date, address, and gender of each participant and leader. We may not be able to provide adequate housing and meals if we do not receive this form on time.

6. Send your final payment.

Be sure that you postmark payment for the remainder of your groups' cost at least 21 days prior to your K-team. The total payment is the number of persons (including leaders) multiplied by the cost per person (\$300). This information also appears in the cover letter with your information packet.

7. Submit your medical forms.

Send your completed and signed medical forms (from the information packet) to EMM at least 14 days before your K-team. We need one for each individual participating. Any individual for which we do not receive a medical form in advance cannot participate. *We're sorry, but a form cannot be brought along at the time of your K-team.*

8. EMM sends you final details.

EMM will send you a finalized schedule and directions 14 days before your K-team.

If you have questions, please call 717 898-2251, ext. 266, or email angiee@emm.org.



53 W. Brandt Blvd • PO Box 458
Salunga, PA 17538-0458
717 898-2251 • emm.org