

	<b>VOLUNTEERS'</b>	<b>ACTION PLANNER</b>	If you have already sent in all of your forms, <b>THANK YOU!</b> Please disregard.
<b>Document</b>	<b>Deadline Date to IHS</b>	<b>Method of Delivery</b>	<b>Comments</b>

<b>Project Fee</b>	<b>December 31, 2025</b>	<b>U.S. Mail or PayPal</b>	<b>Balance of \$675 if you sent your deposit previously. Full fee of \$825.00 if you did not send the deposit.</b>
<b>Housing Request</b>	<b>December 31, 2025</b>	<b>E-mail or U.S. Mail.</b>	<b>Hotel.</b>
<b>Bus Request – NO</b>	<b>January 2, 2026</b>	<b>E-mail or U.S. Mail.</b>	<b>If you do not want to take the bus from San Pedro Sula to La Ceiba.</b>
<b>Bus Request – YES</b>	<b>January 2, 2026</b>	<b>U.S. Mail with Payment.</b>	<b>If you do want to take the bus, please include your check for \$45 or \$90 made out to IHS.</b>
<b>Medical Form</b>	<b>January 2, 2026</b>	<b>U.S. Mail.</b>	<b>For your privacy, please send by U.S. Mail.</b>
<b>Copy of Passport</b>	<b>January 2, 2026</b>	<b>E-mail or U.S. Mail.</b>	<b>For IHS to safeguard in safe in La Ceiba.</b>
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<b>Other Actions</b>	<b>Suggested Deadline</b>	<b>Comments</b>	<b>If you have already accomplished all of these actions, CONGRATULATIONS! Please disregard.</b>
Coordinate with Team Leader.	Once teams are selected	Your Team Leader is your primary point of contact from now until the end of the project.	
Buy AirlineTickets.	Sooner the better.	If this is your first trip, it is recommended that you talk to your Team Leader.	
Medical Exam	Sooner the better	See your Medical Provider or Travel Health Clinic.	
Pack.	Start now.	Talk to your Team Leader for suggestions.	
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