

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

Project Fee	September 1, 2026	U.S. Mail or PayPal	Balance of \$525 if you sent your deposit previously. Full fee of \$675.00 if you did not send the deposit.
Housing Request	August 15, 2026	E-mail or U.S. Mail.	Hotel.
Bus Request – NO	September 1, 2026	E-mail or U.S. Mail.	If you do not want to take the bus from San Pedro Sula to La Ceiba.
Bus Request – YES	September 1, 2026	U.S. Mail with Payment.	If you do want to take the bus, please include your check for \$45 or \$90 made out to IHS.
Medical Form	September 1, 2026	U.S. Mail.	For your privacy, please send by U.S. Mail.
Copy of Passport	September 1, 2026	E-mail or U.S. Mail.	For IHS to safeguard in safe in La Ceiba.
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Other Actions	Suggested Deadline	Comments	If you have already accomplished all of these actions, CONGRATULATIONS! Please disregard.
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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