

Handwritten: Hon. Minister Ministry of Chieftaincy Affairs

MINISTRY OF CHIEFTAINCY AND RELIGIOUS AFFAIRS



CHRISTIAN PILGRIMAGE REGISTRATION FORM

MCRA 000080

PART 1 – PERSONAL INFORMATION

SURNAME (must be the same as passport).....

FIRST NAME.....

MIDDLE NAME.....

GENDER M ☐ F ☐

PLACE OF BIRTH.....

NATIONALITY.....

RESIDENTIAL ADDRESS.....

COMPANY NAME.....

POSITION.....

(FOR OFFICE USE ONLY)
PILGRIMATE/TOUR NAME

DEPARTURE/TIME

ARRIVAL TIME

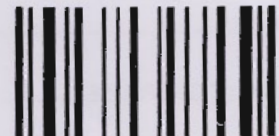
FLIGHT NUMBER

AIRLINE

DESTINATION

1ST HOTEL

2ND HOTEL



MCRA 125246889

WORK ADDRESS.....

GRANDFATHER'S NAME.....

MOTHER'S NAME.....

FATHER'S NAME.....

CHURCH.....BRANCH.....

RESIDENT PASTOR'S NAME.....

PASTOR'S E-MAIL ADDRESS.....

PASTOR'S SIGNATURE.....

IS YOUR CHURCH REGISTERED WITH ANY OF THE CHRISSTIAN COUNCILS YES ☐ / NO ☐

IF YES PROVIDE NAME OF THE COUNCIL.....

MARITAL STATUS.....

DO YOU HAVE ANY CHILDREN YES ☐ / NO ☐

NAME OF CHILD	AGE	OCCUPATION	MARITAL STATUS

PART 2 DETAILS OF SPOUSE

NAME.....

OCCUPATION.....

RESIDENTIAL ADDRESS.....

WORK ADDRESS

COMPANY NAME.....

POSITION.....

MOBILE NUMBER.....

EMAIL.....

CONTACT OF SPOUSE.....

PARTICULARS AS IN PASSPORT

SURNAME AS IN PASSPORT: _____

MIDDLE NAME: _____

FIRST NAME: _____

DATE OF BIRTH: _____

PASS NUMBER: _____ PLACE OF ISSUE: _____

DATE ISSUE: _____ EXXPIRY DATE: _____

ISSUE AUTHORITY: _____

CELL CONTACT NUMBER: _____ WHATSAPP NUMBER: _____

EMAIL ADDRESS: _____

IN CASE OF EMERGENCY PLEASE CONTACT :

NEXT OF KIN.....

ADDRESS & OCCUPATION.....

CONTACT NUMBER.....

E-MAIL ADDRESS.....

RESIDENTIAL ADDRESS.....

APPLICANT SIGNATURE:..... DATE:.....

GUARANTOR'S FORM

1. The Guarantor should be any of the under listed:
 - a) High Court Judges and Military Officers not less than the rank of Colonel or equivalent in any of the services (Navy, air force, army and police).
 - b) Senior Civil Servants/Public Servants
 - c) Retired Officers within the stated ranks and grades above.
2. Attach 2 coloured passport photographs and the data page of the guarantor's International passport
3. *Data page of intending Pilgrim's e-passport*

Intending Pilgrim's Particulars

Full Name	Date of Birth	Place of Birth	Permanent Address	Passport No.

1. I, hereby guarantee.....who is well known to me to undertake pilgrimage to Israel. His/her particulars are stated above.
2. I understand and agree that I would be liable to pay to the Republic of Ghana the cost of repatriation as may be determined of if he/she fails to return to Ghana as scheduled and that this amount could be recovered from my asset(s) with or without my consent. Also I am liable to have my name published alongside the Abscndee on the MCRA Pilgrimage website and any Ghanaian media.

Guarantor's Details (Attach Passport Data Page)

NAME	PERMANENT ADDRESS	OCCUPATION	E-MAIL/PHONE NUMBER	RELATIONSHIP WITH GUARANTOR

Guarantor's Signature

Date

Sworn to at the High Court/Magistrate Court this..... Day of.....20.....before me.

Commissioner for Oaths

Medical History

1.	Are you pregnant? (for females only) (If yes, what month)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.	Are you on any form of medication/managing any ailment of interest?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3.	Do you have any form of physical challenge of disability (If yes, please specify)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Occupation/ Employment History

(please come with prove of employment)

Status in the office	Annual Income: (please attach six months Bank Statement)
Name and Address of Employer (Not P.O.Box):	
Office or Business Address (if self-employed, Not P.O.Box)	

Sponsor (if any)

Name:	Occupation:
Residential Address:	Relationship:
Office Address:	Annual Income: (please attach a three months Bank Statement)

Answer the following Questions

1. Are you a member of any cult?
If yes, please give details below.

Yes ☐ No ☐

2. Have you been deported from any country before?
If yes, please give details below.

Yes ☐ No ☐

3. Have you been denied visa by any country in the last 10 years?
If yes, please reasons below.

Yes ☐ No ☐

4. Have you been convicted of any offence in the past 10 years?
If yes, please give details below.

Yes ☐ No ☐

5. Please, list below countries visited in the last 10 years

1. *What is the main purpose of the study?*
 2. *What are the research objectives?*
 3. *What is the research methodology?*
 4. *What are the findings of the study?*
 5. *What are the conclusions of the study?*
 6. *What are the limitations of the study?*
 7. *What are the implications of the study?*
 8. *What are the future research directions?*
 9. *What are the contributions of the study?*
 10. *What are the key words of the study?*

1. DOCUMENTS TO BE ATTACHED

- i. Photocopy of payment receipt.
- ii. Two (2) passport photographs in white background.
- iii. Coloured photocopy of the data page of guarantor's valid e-passport.
- iv. Letter of undertaking from the guarantor as referenced in guarantor's form.
- v. Medical certificate of fitness from an NHIS Government approved Hospital.
- vi. Recommendation letter from your pastor.
- vii. Evidence of employment/occupation.
- viii. Letter of consent from spouse.
- ix. Letter of consent from parent/guardian (children/youths not traveling with their parents).

2. USE RESIDENTIAL ADDRESS (NOT P.O.BOX)

3. NOTE THAT MCRA'S DECISION ON CANDIDATE'S SUITABILITY IS FINAL.

4. BE INFORMED THAT THE ACCURACY OF ANY STATEMENT MADE ON THIS APPLICATION SHALL BE CONFIRMED.

FOR OFFICE USE ONLY

PLEASE SUBMIT FILED APPLICATION FORMS TO THE MINISTRY OF CHIEFTAINCY AND RELIGIOUS AFFAIRS OR THROUGH YOUR REGISTERED ORGANISATION FOR VERIFICATION AND APPROVAL.

THE SCREENING COMMITTEE WILL INVITE YOU ON A SCHEDULED DATE FOR SCREENING.

ADDRESS: THE MINISTRY OF CHIEFTAINCY & RELIGIOUS AFFAIRS, P. O. BOX 1627 STATE HOUSE, ACCRA

TEL: 0302 685012/3

TOURS(S) TERMS AND CONDITIONS

Tour(s) TERMS AND CONDITIONS

LAND TRANSPORTATION: As specified in the respective tour itineraries. Where motor coaches are specified, these are modern large-windowed, air-conditioned/heated vehicles designed especially for sightseeing. The cost of the land arrangement as outline in the package is based on a busload ranging from 14/24/45/50 tour participants as available locally.

HOTELS: As specified in brochure/package. The tour package is based on shared accommodation in twin-bedded room with private shower or bath. Single rooms are available at additional supplements stated in brochure. Single rooms when available are often smaller than doubles. Tour participants without a roommate will have to pay the single pay in addition or will need to pair with other members of same sex.

MEALS: In-flight meals as per the airline's normal service policies. At hotels breakfast\ dinner daily. Included full breakfast and dinner. Lunches (The rates for lunch supplement varies from one tour country to another. The minimum per week could be \$100 - \$200p/p depending on the country of tour)

SIGHTSEEING: As specified in each itinerary, including the service of a local multilingual guide. (Right is reserved to vary the sequence of sightseeing programs, or to make substitutions if necessitations by circumstances beyond our control.)

TRANSFER AND PORTERAGE: Included in each city abroad between airports, rail station, pier, and hotels and vice versa. Porterage includes the handling of one normal piece of luggage per person. Additional pieces (including garment bags of or similar) may be handled at additional charges and collected upon arrival abroad. Free allowance for checked baggage abroad airline to another.

Check your airline's website for further information regarding luggage requirement/restrictions. The MCRA is not responsible for additional luggage fees incurred by passengers.

A special bag for quick identification is also provided. Carry-on bag must fit in overhead bins or under the seat. For further information visit: www.Turkishairlines.com/ethiopianairlines.com or your airline carrier if you are not coming with the group.

INCLUDED IN PRICE OF BASIC STANDARD PROGRAM: Round trip airfare, transfer with group to and from overseas airports and pier; shared double room in 2/3/4 star hotels/standard guest house; two meals daily; or as specified in itinerary. English speaking guide; transportation and entrance fees to sites to be visited. Air taxes/fuel surcharges (subjection to change at the discretion of the air carrier prior to ticketing) and tour trips included.

TAXES: Airline security, custom and departure taxes are in addition to all airfares. These taxes are included in your tour price but are subject to change per government regulations and currency fluctuations. Final taxes will be advised at time of final invoice. It is the responsibility of the group leader and clients to have taxes paid at finalization.

GUARANTOR: It is recommended that members or applicants without **strong economic ties should compulsory provide guarantors to sign the guarantor's form and letter.** Such forms/letters acceptance is based on the discretion of the screening/vetting officer. The screening/vetting officer and the executive committee chairman or coordinator have the right to revoke any person(s) who provides

fictitious guarantor or whose guarantor is not deemed guarantee able.

PASSPORT AND VISA: All tour members/applicants must have a valid passport with expiration date not less than six months or more. The MCRA cannot be held responsible for visa refusals, delays or disappointments since approvals are based on discretion of the Consular, the Foreign Ministry or Immigration. All visa processing will be supported by the applicant's genuine documents.

RESERVATIONS AND PAYMENT INFORMATION:

RESERVATIONS: May be secured upon payment of a deposit in the amount per person, as specified and this should be done far in advance of departure to allow adequate time to secure passport, visa and other documents.

DEPOSIT AND FINAL PAYMENT: After your submitted forms are approved by the vetting committee, you will be advised to make full payment towards the pilgrimage program. Installment payment is permissible, this does not include application forms but full and final payment must be received 45 - 30 days prior to group departure date. Final documents will not be released until receipt of full payment is made within this period. All charges apply to late payment which must be borne by applicant. The MCRA and its organizing agent does not agree to provide any services until full payment is received.

LATE CANCELLATIONS: In the event of cancellation from day of registration, \$100 registration is non-refundable administrative fees. Visa fee and program participation fees are not refundable. Thereafter the following charges apply; 90 - 70 days (10% of total costs of tour apply), 69 - 50 days prior to departure, the charge is 20%, 45 - 30 days (40% of total cost of the tour). No refund whatsoever after visas have been issued and during visa processing, refund application are not accessible until the outcome of the decision of the visa. Refund applications are not accessible after visas are issued. No-shows or cancellations after date of departure, no refund whatsoever. All refund claims must be received in writing to the Ministry's Director of the Planning Committee MCRA.

ITINERARY CHANGES: Changes must be requested and approved in writing. No member of the group will be allowed to join or return individually. A handling fee of \$200 per person will be made for changes requested after receipt of deposit. This fee will be accessed each time a change is made.

AIRLINE CANCELLATION: In accordance with airline regulations, 100% of the airfares will be charged for cancellation within 30 days of departure. If cancellation is due to health or illness which can be supported by a

Doctor's certificate, this may be waived and in that regard surcharges from the airline or their cancellation policies apply. **Trip cancellation insurance is highly recommended.**

TRANSFERS: Transport between overseas airport, hotel and piers is included in the standard program.

FLIGHT TIMES: Subject to change by airline without advance notice. The MCRA and its organizing agents are not held responsible for such changes or delays and would not reimburse expenses resulting from such release.

INSURANCE: the MCRA is not responsible for loss, damage, theft of luggage or personal belongs, personal injury, accident or illness. For your protection we suggest that you purchase adequate insurance to cover these eventualities and cost of your tour. We strongly recommended that members be insured against the eventuality of cancellation. Travel insurance in highly recommended and is not included in the cost of the tour.

GENERAL CONDITIONS AND RESPONSIBILITY:

The MCRA and its associated agents agreed to provide the itinerary described in this package, brochures and advertisement. This represents the entire agreement between the passenger and his/her agents, the travel agent, the tour host, and the councils. No charges or deviations are effective unless approved in writing signed by an authorized coordinator of the pilgrimage committee or the secretariat. Except as stated herein, no person is authorized to cancel, modify or vary the tour arrangements or to make any representation of warranty concerning the tour. All prices, itineraries and schedules are subject to regulations and changes thereof by acts of Government, international Agreement and Airline tariff adjustment, rules and regulations.

The MCRA, reserves the right to change or withdraw the tour, in whole or in part at any time. In the event of rescheduling of the tour due to unforeseen circumstances, the cancellation and refund clause will apply.

The MCRA pilgrimage planning committee reserves the right to refuse or revoke travel to any member or person who is, incapable of group travel.

Except for the willful negligence of its direct employees; the tour operator (land arrangements agents) assumes no liability or responsibility for any injuries inconveniences, illness, irregularity or incidental damages occasioned by circumstances beyond the control of the tour operator, or

by any person or reason whatsoever, including but not limited to events such as strikes, revolts, wars, natural disasters, closures of airports or hotels, default or omission of any common or private carrier or the default, negligence, or omission of and by any party providing services or facilities related to or included in this tour or any part thereof, or in arranging for the same, or the acts or omissions of the tour operator, or the tour host.

The MCRA pilgrimage planning committee reserves the right to refuse or revoke inclusion or membership of individuals.

ACCEPTANCE OF CONDITIONS

Enrollment in and payment for the tour, constitutes your acceptance of the conditions, and statement of responsibility. The conditions become a binding contract when your enrollment and payment are received and accepted by the MCRA pilgrimage committee or its secretariat. Venue for any disputes shall be settled at the offices of the MCRA Accra Ghana. The laws of Ghana shall govern this contract.