

## Expected Behavior:

Although most things are common sense when entering another country, such as modesty and consideration, there are a few things that need to be pointed out, in addition to the things agreed to on the application.

**Manners.** You are representing a lot – Jesus Christ, the United States, Gateway and yourself. Always use your best manners and be polite and understanding even when you do not agree with something. Above all, show Christ's love in everything you do. Show the people the boundless love God has for all His people.



**Appropriate Dress.** Always wear modest clothing. What is modest? Let's discuss it a little. Clothes should be clean and not all torn up (jeans especially). Shirts should not reveal stomach (even when arms are raised). Skirts should not be too high (at least below the knee, but preferably ankle length). Around the town will be a much more comfortable setting than church.

**Church dress.** For all church services, Bible studies and activities we need to wear



church dress. For girls this includes a skirt and shirt with sleeves. For guys this means a dress shirt and tie, dress pants, nice shoes (no tennis shoes unless black), and a jacket or coat, especially when preaching.

**Piercings/Tattoos.** If guys have any visible piercings, they must not be worn. Girls can have visible piercings on the ears only. NO body piercings or tattoos should ever be seen by anyone during the trip.

**The infamous “whys” and “buts.”** The rules set down for this internship are a matter of appropriateness for the culture. Please do not complain or use “whys” or “buts” when told to or not to do something that the leaders feel is important to do or not to do. There may be a situation to arise that we did not think to include in our handbook or rules, but that does not mean that it is then ok to do. Please always remember that we are serving Christ on this internship; therefore, our attitude should be the same as that of Christ.

### **Useful Words and Phrases.**

Thank you very much: Baie  
dankie  
Yes: Ja  
No: Nee  
Please: Asseblief  
Welcome: Welkom  
Excuse me: Verskoon my  
I am sorry: Ek is jammer  
Hello: Hallo  
Good morning: Goeiemore  
Good night: goeienag  
Good-bye: Totsiens  
What is your name: Wat is you  
naam  
My name is: My naam is  
How are you: Hoe gaan jou  
Good (fine): Goed  
I understand: Ek verstaan  
Zero: Nul  
One: Een

Two: Twee  
Three: Drie  
Four: Vier  
Five: Vyf  
Six: Ses  
Seven: Sewe  
Eight: Agt  
Nine: Nege  
Ten: Tien  
Twenty: Twintig  
Thirty: Dertig  
Forty: Veertig  
Fifty: Vyftig  
Sixty: Sestig  
Seventy: Sewentig  
Eighty: Tagtig  
Ninety: Negentig  
One hundred: Eenhonderd

### Works Cited

Johnstone, Patrick, Jason Mandryk and Robyn Johnstone. "Operation World, 21<sup>st</sup> Century Edition." Cumbria, UK: Paternoster Lifestyle, 2001.

"South Africa," *CIA – The World Factbook 2003*. 1 Aug. 2003. 23 Sept. 2003. <<http://www.cia.gov/cia/publications/factbook/>>.

"South Africa," *Microsoft® Encarta® Online Encyclopedia 2003*. Microsoft Corporation. 23 Sept. 2003. <<http://encarta.msn.com>>.

### **Statement of Acceptance and Agreement to the Handbook of Gateway International Educational Services**

I, (printed name) \_\_\_\_\_, have read and understand the policies and rules contained in the Handbook of Gateway International Educational Services. I agree to abide by all the rules and policies contained therein. Furthermore, I understand that GIES team leaders have the authority to send me home immediately and at my own expense should I fail to abide by these guidelines.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

# Guidelines for the Internship

**Applicants:** Please check each box, indicating your understanding and agreement of each issue. (You have already agreed to these upon completion of the application.)

- ☐ I have read this information carefully, completed and signed each required document. I have kept a photocopy of all materials for future reference.
- ☐ I will actively develop the fruit of the Spirit as described by Paul in Galatians 5:22-26.
- ☐ I will willingly and cheerfully participate and contribute in all activities.
- ☐ I will dress according to the guidelines set out in the Intern Handbook, according to the culture wherein we are serving.
- ☐ I will graciously accept instruction and correction by my team leaders.
- ☐ I will purposely exemplify a Christ-like attitude in every circumstance.
- ☐ I will not actively date anyone, whether fellow team members or nationals, on this internship. I know this is important, so that our work remains unhindered. (Please ask, if more discussion is desired.)
- ☐ I will purposely build friendships among the team members and nationals.
- ☐ I fully understand that absolutely no immoral, insurrectional or illegal activity will be tolerated.
- ☐ I fully realize that everyone is traveling at his/her own risk. My family and I will in no way hold GIES liable in the event of sickness, accident, injury, personal or emotional stress, death, terrorist acts, coups or any other hazards including transportation, loss of passport, loss of documents, loss of personal possessions, loss of money, etc. (Note: We do not anticipate any tragedy, nor will we knowingly enter into a hazardous situation. The greatest planning and care goes into every internship. We will rely upon our Father for our safekeeping.)
- ☐ I will willingly accept any last minute changes of destination without prior notice in the event of political unrest, disaster or any other unavoidable, last-minute circumstances requiring such a change.
- ☐ I will participate in all pre-field orientation and post-field ministry reviews.
- ☐ I will not begin the fund raising process until I have been accepted for the internship.
- ☐ I fully understand that any personal spending money for souvenirs, etc., is not included within my fund raising budget and is my own personal responsibility.
- ☐ I will personally make certain I have: 1) Up-to-date passport, 2) Visa or MC for emergency use, 3) International calling card or collect call arrangements. I understand that no direct calls will be made.

"My signature below indicates that I have read and agree to abide by the expectations I checked above and understand that failure to comply with these expectations will result in my being sent home at my own expense."

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## FINANCIAL CONCERNS AGREEMENT

I have read and understand the information contained on the Financial Concerns page. I agree to abide by the guidelines outlined therein.

Signature \_\_\_\_\_  
Date \_\_\_\_\_

(Please initial the box indicating your choice concerning where your funds shall be sent.)

☐ My home church has agreed to participate in my internship by acting as my forwarding agent.

☐ My home church is unable to act as my forwarding agent.  
Please help me to arrange an alternative location where funds can be sent.

————— Please cut here. Please keep one and send one to Gateway. Thank you! —————

## FINANCIAL CONCERNS AGREEMENT

I have read and understand the information contained on the Financial Concerns page. I agree to abide by the guidelines outlined therein.

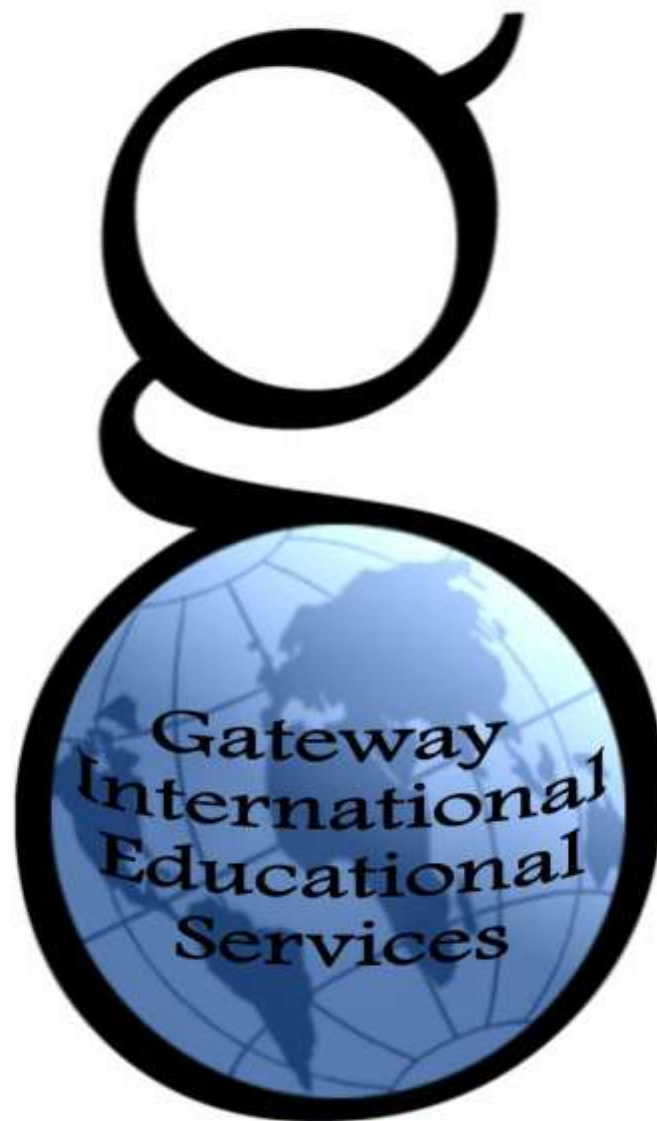
Signature \_\_\_\_\_  
Date \_\_\_\_\_

(Please initial the box indicating your choice concerning where your funds shall be sent.)

☐ My home church has agreed to participate in my internship by acting as my forwarding agent.

☐ My home church is unable to act as my forwarding agent.  
Please help me to arrange an alternative location where funds can be sent.

# APPLICATION



**South Africa Internship**





## Gateway International Educational Services

303 N. Elizabeth Avenue  
St. Louis, Missouri 63135  
(314) 540-4482  
fcc\_sgarner@sbcglobal.net

Dear Courtney:

It's great to hear from you. I'm so excited that you are interested in participating in Internship '08! I can't wait to tell you all about last summer's trip. It was totally awesome!

God is answering prayers, and as a result, Internship '08 is shaping up to be just as awesome. We are tentatively planning to be in Cape Town, George, and Graaff-Reinet, where we'll do a week of vbs, bible studies, youth groups, Sunday services, etc. in each place. I know that God is going to do awesome things while we are in each of those cities!

We'll also see some amazing places while we are there. For instance, while we are in Cape Town, I'll take you to Table Mountain and Cape Point, where the Cape of Good Hope is located! I can't wait until we are there! It's breath-taking! While we are in Graaff-Reinet I'll take you to see some more breath-taking sites, including a wildlife preserve. I know you'll absolutely love it there. While we are in George, I'll take you to nearby towns like Knysna and Oudtshoorn. In Knysna you'll see even more of God's gorgeous creation. In Oudtshoorn you'll have the opportunity to pet cheetah, tiger and you'll even have the opportunity to ride an ostrich!

Finally, we are planning to travel to the annual youth camp where we'll spend a week with children and youth from all over South Africa. We'll have daily devotions, bible studies, worship gatherings and tons of fellowship. While I know that absolutely no one will be ready to leave, we'll fly home having been a blessing to the people and having been blessed by them, as well. I hope this gives you a taste of what we have in store for this internship.

With that in mind, please find the enclosed applications. Please take some time and fill it out. I want to explain the need for an application fee totaling \$150. I don't want that to scare you. \$25 of the application fee goes to offset the application and orientation costs that GIES incurs with each intern. The airlines now require a deposit of \$125 per person that I personally covered in years past. I can't afford to do that anymore. But here is the good news: about 6 weeks after we get home they will send me a refund of that deposit. Then I will be able to in turn pass that refund on to you. Or if you wish, the \$125 refund could be put back into the ministry.

If you have any questions, please let me know. I would love to hear from you from time to time. I'm very interested in how things are going in your life, what God is doing in your life, and of course how your preparations for the internship are coming along, etc. So here's my information:

📍 Home

- 17 Leicester Lane; St. Louis, MO 63135
- 314-524-6767
- garnergies@yahoo.com

📍 Office

- 303 N. Elizabeth Avenue; St. Louis, MO 63135
- 314-540-4482 (cell)
- fcc\_sgarner@sbcglobal.net

*He who began a good work in Courtney will  
carry it on to completion until the day of  
Christ Jesus.  
— Philippians 1:6*

I hope to hear from you soon! It's going  
to be an awesome internship!

In Christ,

## *GIES Celebrates 12 Years of Ministry*

*Founded in 1996, we have taken approximately 66 interns on mission trips in places like France, Lithuania, Kenya, The Netherlands, South Africa and Uganda. Over the years, God has led us to make South Africa our prime destination. With all the diversity South Africa has to offer, it is the perfect place to take interns in an effort to provide them with a very well-rounded mission experience.*



### *Stacy's Educational Biography*

- *Master of Divinity*  
~ Lincoln Christian Seminary
- *Master of Arts in World Missions*  
~ Lincoln Christian Seminary
- *Graduate Certificate in TESOL (Teaching English to Speakers of Other Languages)*  
~ Lincoln Christian Seminary
- *Bachelor of Arts in Intercultural Missions*  
~ St. Louis Christian College



*Gateway  
International  
Educational  
Services*  
303 N. Elizabeth Ave  
St. Louis, MO 63135  
(314)540-4482  
[fcc\\_sgamer@sbcglobal.net](mailto:fcc_sgamer@sbcglobal.net)

*In Partnership with  
Outreach International,  
South Africa*

**your Gateway  
to Global  
Opportunities**



**christ's final  
command is  
our first concern!**



# What are you waiting for?



## The Need Is Great!!!

- ♦ There are about 6.5 billion people in the world
- ♦ There are 700 million committed Christians
- ♦ There are 1.3 billion partially committed Christians
- ♦ There are 117 million uncommitted Christians
- ♦ There are 2.5 billion evangelized non-Christians
- ♦ There are 1.9 billion unevangelized non-Christians

## Workers Are Few!!!

- ♦ Christians make up only 33% of the world's population. Yet they have 76% of the full-time Christian workers and 53% of the world's income
- ♦ Evangelized non-Christians make up 38% of the world's population, but they have only 23% of the full-time Christian workers and 35% of the world's income
- ♦ Unevangelized non-Christians make up 29% of the world's population, but they have a mere .33% of the full-time Christian workers and 12% of the world's income
- ♦ What's more, over 60% of our current missionary force are at or near the age of retirement.

## Let GIES Be Your Gateway to Fulfill the Great Commission

- ♦ Make Christ's final command your first concern
- ♦ Witness cross-culturally
- ♦ Reach out to the lost with the Gospel of Christ
- ♦ Build life-long relationships with people from around the globe
- ♦ Glorify our Messiah

## Your Partnership is Vital!!!

### Please Pray

- ✓ For Gateway's ministry
- ✓ For God to provide missions recruits
- ✓ For God to open new opportunities for ministry around the world

### Please Give

- ✓ If you agree that this ministry is changing lives and is worthy of support, please consider becoming a partner.
- ✓ Please make your **tax deductible** contributions to: GIES. We are an extension of the ministry of Ferguson Christian Church, 303 N. Elizabeth Avenue, Ferguson, MO 63135.



Yes!! I would like an application packet!

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Are you currently in college?

If so, where?

Mail to:

Gateway International  
Educational Services  
303 N. Elizabeth Ave.  
St. Louis, MO 63135

I really look forward to  
working with you! God Bless!

Stacy Garner

### Gateway International Educational Services

303 N. Elizabeth Ave.

St. Louis, MO 63135

(314) 540-4482

Fcc\_sgarner@sbeglobal.net

In partnership with

Pete, Fran and Denzil Laughren of  
Outreach International

### Your Gateway to Global Opportunities



*Internship  
2008*



*South Africa*



# Internship '08

June 9—July 12, 2008

*(Dates subject to change until the plane tickets are confirmed.)*

## Cost

\$3,721.68

## What's Included?

- ☒ Round-trip airfare  
*(This alone is around half the total cost!!!!)*
- ☒ In-country travel  
*(Wow! It's a huge, beautiful country!!!!)*
- ☒ Food and lodging  
*(It's so awesome!!!!)*
- ☒ International Travel Insurance  
*(We've never lost anyone yet!!!!)*
- ☒ Cultural learning opportunities  
*(We'll see gorgeous sites AND animals!!!!)*
- ☒ The Experience of a lifetime  
*(You don't want to miss out on this!!!!)*



## My to-do List for the summer of '08

- ☐ Glorify Jesus Christ
- ☐ Spread the Gospel of Christ
- ☐ Do Ministry
- ☐ Make a Difference

WHAT ARE YOU  
WAITING FOR?

# South Africa

- ⑤ Teach hundreds of children in Vacation Bible Schools held in cities such as Cape Town, George, Graaff-Reinet, and Knysna.
- ⑤ Be involved in preaching, teaching, praying and singing.
- ⑤ Serve with experienced missionaries, Pete & Fran Laughren of Outreach International, Stacy & Angie Garner of GIBS and South African preachers and leaders.
- ⑤ Build lasting relationships with the South African people.
- ⑤ Learn about the culture and history of South Africa.
- ⑤ Experience God's breath-taking creation.
- ⑤ Glorify our Savior!
- ⑤ Spread the Gospel of Christ.



# Gateway International Educational Services

303 N. Elizabeth Ave; St. Louis, MO 63135

(314) 540-4482

fcc\_sgarner@sbcglobal.net

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**Applicants:** Please check each box, indicating your understanding and agreement of each issue.

- ☐ I have read this information carefully, completed and signed each required document. I have kept a photocopy of all materials for future reference.
- ☐ I will actively develop the fruit of the Spirit as described by Paul in Galatians 5:22-26.
- ☐ I will willingly and cheerfully participate and contribute in all activities.
- ☐ I will dress according to the guidelines set out in the Intern Handbook, according to the culture wherein we are serving.
- ☐ I will graciously accept instruction and correction by my team leaders.
- ☐ I will purposely exemplify a Christ-like attitude in every circumstance.
- ☐ I will not actively date anyone, whether fellow team members or nationals, on this internship. I know this is important, so that our work remains unhindered. (Please ask, if more discussion is desired.)
- ☐ I will purposely build friendships among the team members and nationals.
- ☐ I fully understand that absolutely no immoral, insurrectional or illegal activity will be tolerated.
- ☐ I fully realize that everyone is traveling at his/her own risk. My family and I will in no way hold GIES liable in the event of sickness, accident, injury, personal or emotional stress, death, terrorist acts, coups or any other hazards including transportation, loss of passport, loss of documents, loss of personal possessions, loss of money, etc. (Note: We do not anticipate any tragedy, nor will we knowingly enter into a hazardous situation. The greatest planning and care goes into every internship. We will rely upon our Father for our safekeeping.)
- ☐ I will willingly accept any last minute changes of destination without prior notice in the event of political unrest, disaster or any other unavoidable, last-minute circumstances requiring such a change.
- ☐ I will participate in all pre-field orientation and post-field ministry reviews.
- ☐ I will not begin the fund raising process until I have been accepted for the internship.
- ☐ I fully understand that any personal spending money for souvenirs, phone cards, postcards, stamps, etc., is not included within my fund raising budget and is my own personal responsibility.
- ☐ I will personally make certain I have: 1) Up-to-date passport, 2) Visa or MC for personal/emergency use, 3) International calling card. I understand that no direct calls will be made. (You will also be able to purchase phone cards in South Africa.)
- ☐ I have enclosed one recent, quality photo of myself. (Please do not attach your photos to this form.)
- ☐ I have enclosed the \$150 non-refundable application fee, which I understand \$25 offsets the costs of my application and orientation materials and \$125 covers the deposit required for my plane ticket.
- ☐ I have distributed my three personal reference questionnaires to the following: one to my minister or youth minister, one to a professor/teacher or employer and one to a friend or family member.
- ☐ I understand that my application should be mailed to the above address and postmarked no later than **November 1, 2007**. (The sooner the better!)

"My signature below indicates that I have read and agree to abide by the expectations I checked above and understand that failure to comply with any of these expectations may result in my being sent home at my own expense."

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# Application

Please print (clearly) or type all information.

Please do not abbreviate.

All information must be completed before your application can be processed.

Legal Name \_\_\_\_\_

Last

First

Middle

Street Address: \_\_\_\_\_ Apt. # \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ (Where you can be reached) E-mail: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Citizenship: \_\_\_\_\_ Year in School: \_\_\_\_\_

Passport #: \_\_\_\_\_ (If available) Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

## Secondary Education:

High School

City

Current Grade Level

GPA

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Place and Year of high school graduation: \_\_\_\_\_

If in college, are you interested in the three hour practicum course offered by St. Louis Christian

College? \_\_\_\_\_ Current GPA: \_\_\_\_\_

## Undergraduate Education:

College

Major

Years Attended

Degree(s)

GPA

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

## Graduate Information/Vocational Experience:

Institution

Major

Years Attended

Degree

GPA

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Foreign Languages Spoken: 1. \_\_\_\_\_ (circle one) Beginner Conversant Fluent

2. \_\_\_\_\_ (circle one) Beginner Conversant Fluent

List the ways you serve God: \_\_\_\_\_

Have you ever participated in a cross-cultural mission trip/internship or study abroad program?  
Where? \_\_\_\_\_

Father's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip, Country: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Home Church: \_\_\_\_\_

Minister's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip, Country: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip, Country: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

(College Students please indicate:)

Church you attend: \_\_\_\_\_

Minister's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip, Country: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Please summarize in four or five sentences your motivation for serving cross-culturally.

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Signature:\*\* \_\_\_\_\_ Date: \_\_\_\_\_

\*\*Your signature on this application indicates that the information you have provided is true.

Parent/Guardian Signature:\* \_\_\_\_\_ Date: \_\_\_\_\_

\*Only required for students 18 and under. However, if you are over 18, we encourage you to discuss this opportunity with them.

#### Application Checklist:

- ☐ I have read, filled-out (completely) and signed this application form.
- ☐ I have sent the three reference forms to the proper persons.
- ☐ I have enclosed one recent photo of myself.
- ☐ I have enclosed the Medical Information sheet.
- ☐ I have enclosed the non-refundable \$150 application fee, which I understand \$25 offsets the cost of my application and orientation materials and \$125 covers the deposit for my plane ticket. (Please make your check payable to GIES. Thank You!)

#### Non-Discrimination Statement:

Acceptance and participation in the programs offered by Gateway International Educational Services is the same for everyone with no regard to race, color, national origin or gender.





# Gateway International Educational Services

## Personal Reference Questionnaire

### For Pastor/Youth Pastor

I have applied for admission to work with Gateway International Educational Services. Will you please fill out and submit this reference form on my behalf? I understand that the information you provide will be kept in the strictest confidence. Furthermore, I am waiving my right to see your responses on this questionnaire.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Applicant's Address \_\_\_\_\_  
Reference's Name \_\_\_\_\_  
Reference's Address \_\_\_\_\_  
Phone(    ) \_\_\_\_\_ E-mail \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

What is your relationship to the applicant? \_\_\_\_\_

Please place an X by the appropriate answer: (Please select N/A if you have no knowledge in a given area.)

**Spiritual Maturity:**

\_\_\_ N/A \_\_\_ Immature \_\_\_ Growing \_\_\_ Unusual spiritual insight

**Church Involvement:**

\_\_\_ N/A \_\_\_ Infrequent attendance \_\_\_ Frequent attendance \_\_\_ Active participation  
\_\_\_ Deeply involved in church life

**Moral Character:**

\_\_\_ N/A \_\_\_ Poor \_\_\_ Questionable \_\_\_ Positive \_\_\_ Christ-like

**General Attitude:**

\_\_\_ N/A \_\_\_ Poor \_\_\_ Negative \_\_\_ Positive \_\_\_ Christ-like

**Leadership Qualities:**

\_\_\_ N/A \_\_\_ Never leads \_\_\_ Prefers to follow \_\_\_ Desires to lead \_\_\_ Exceptional

**Responsibility:**

\_\_\_ N/A \_\_\_ Unable to accept responsibility \_\_\_ Fairly responsible  
\_\_\_ Developing responsible attitude \_\_\_ Very responsible

**Teamwork:**

\_\_\_ N/A \_\_\_ Works best alone \_\_\_ Works fairly with others \_\_\_ Works well with others

**Communication Skills:**

☐ N/A ☐ Not able to communicate ☐ Occasionally misunderstood  
☐ Communicates clearly and logically

**Personal Maturity:**

☐ N/A ☐ Immature ☐ Average ☐ Growing ☐ Unusual Insight

**Social Acceptance:**

☐ N/A ☐ Tolerated ☐ Accepted ☐ Well-liked ☐ Sought after

**Personal Appearance:**

☐ N/A ☐ Careless ☐ Fair ☐ Good ☐ Exceptional

**Self Confidence:**

☐ N/A ☐ Lacking in confidence ☐ Exhibits little self-confidence  
☐ Moderately self-confident ☐ Self-confident

**Social Awareness:**

☐ N/A ☐ Insensitive ☐ Aware of other's feelings ☐ Thoughtful and considerate  
☐ Unusual insight and understanding

**Emotional Stability:**

☐ N/A ☐ Somewhat unstable ☐ Fairly well-balanced ☐ Well-balanced

**Potential for Ministry:**

☐ N/A ☐ Unlikely suited ☐ Unharnessed potential ☐ Growing potential  
☐ Tremendous potential

**For Further Comments:** (For explanations of any of the above, or for information not included above.  
Please use additional paper as necessary.)

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**Recommendation:**

Do you recommend this applicant for this opportunity?

☐ Could not recommend ☐ Yes, with reservation ☐ Yes ☐ Yes, with enthusiasm

Please explain your answer:

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Signature \_\_\_\_\_ Date \_\_\_\_\_  
Position \_\_\_\_\_ Organization \_\_\_\_\_

**Please return to:** Gateway International Educational Services  
303 N. Elizabeth Ave.  
St. Louis, MO 63135

If you have any questions, please call us at (314) 521-4850. THANK YOU!



# Gateway International Educational Services

## Personal Reference Questionnaire

### For Professor/Teacher or Employer

I have applied for admission to work with Gateway International Educational Services. Will you please fill out and submit this reference form on my behalf? I understand that the information you provide will be kept in the strictest confidence. Furthermore, I am waiving my right to see your responses on this questionnaire.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Applicant's Address \_\_\_\_\_  
Reference's Name \_\_\_\_\_  
Reference's Address \_\_\_\_\_  
Phone(    ) \_\_\_\_\_ E-mail \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

What is your relationship to the applicant? \_\_\_\_\_

Please place an X by the appropriate answer: (Please select N/A if you have no knowledge in a given area.)

**Spiritual Maturity:**

\_\_\_ N/A \_\_\_ Immature \_\_\_ Growing \_\_\_ Unusual spiritual insight

**Church Involvement:**

\_\_\_ N/A \_\_\_ Infrequent attendance \_\_\_ Frequent attendance \_\_\_ Active participation  
\_\_\_ Deeply involved in church life

**Moral Character:**

\_\_\_ N/A \_\_\_ Poor \_\_\_ Questionable \_\_\_ Positive \_\_\_ Christ-like

**General Attitude:**

\_\_\_ N/A \_\_\_ Poor \_\_\_ Negative \_\_\_ Positive \_\_\_ Christ-like

**Leadership Qualities:**

\_\_\_ N/A \_\_\_ Never leads \_\_\_ Prefers to follow \_\_\_ Desires to lead \_\_\_ Exceptional

**Responsibility:**

\_\_\_ N/A \_\_\_ Unable to accept responsibility \_\_\_ Fairly responsible  
\_\_\_ Developing responsible attitude \_\_\_ Very responsible

**Teamwork:**

\_\_\_ N/A \_\_\_ Works best alone \_\_\_ Works fairly with others \_\_\_ Works well with others

**Communication Skills:**

☐ N/A ☐ Not able to communicate ☐ Occasionally misunderstood  
☐ Communicates clearly and logically

**Personal Maturity:**

☐ N/A ☐ Immature ☐ Average ☐ Growing ☐ Unusual Insight

**Social Acceptance:**

☐ N/A ☐ Tolerated ☐ Accepted ☐ Well-liked ☐ Sought after

**Personal Appearance:**

☐ N/A ☐ Careless ☐ Fair ☐ Good ☐ Exceptional

**Self Confidence:**

☐ N/A ☐ Lacking in confidence ☐ Exhibits little self-confidence  
☐ Moderately self-confident ☐ Self-confident

**Social Awareness:**

☐ N/A ☐ Insensitive ☐ Aware of other's feelings ☐ Thoughtful and considerate  
☐ Unusual insight and understanding

**Emotional Stability:**

☐ N/A ☐ Somewhat unstable ☐ Fairly well-balanced ☐ Well-balanced

**Potential for Ministry:**

☐ N/A ☐ Unlikely suited ☐ Unharnessed potential ☐ Growing potential  
☐ Tremendous potential

**For Further Comments:** (For explanations of any of the above, or for information not included above.  
Please use additional paper as necessary.)

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**Recommendation:**

Do you recommend this applicant for this opportunity?

☐ Could not recommend ☐ Yes, with reservation ☐ Yes ☐ Yes, with enthusiasm

Please explain your answer:

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Signature \_\_\_\_\_ Date \_\_\_\_\_  
Position \_\_\_\_\_ Organization \_\_\_\_\_

**Please return to:** Gateway International Educational Services  
303 N. Elizabeth Ave.  
St. Louis, MO 63135

If you have any questions, please call us at (314) 521-4850. THANK YOU!



# Gateway International Educational Services

## Personal Reference Questionnaire

### For Friend or Family Member

I have applied for admission to work with Gateway International Educational Services. Will you please fill out and submit this reference form on my behalf? I understand that the information you provide will be kept in the strictest confidence. Furthermore, I am waiving my right to see your responses on this questionnaire.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Applicant's Address \_\_\_\_\_  
Reference's Name \_\_\_\_\_  
Reference's Address \_\_\_\_\_  
Phone(    ) \_\_\_\_\_ E-mail \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

What is your relationship to the applicant? \_\_\_\_\_

Please place an X by the appropriate answer: (Please select N/A if you have no knowledge in a given area.)

**Spiritual Maturity:**

\_\_\_ N/A \_\_\_ Immature \_\_\_ Growing \_\_\_ Unusual spiritual insight

**Church Involvement:**

\_\_\_ N/A \_\_\_ Infrequent attendance \_\_\_ Frequent attendance \_\_\_ Active participation  
\_\_\_ Deeply involved in church life

**Moral Character:**

\_\_\_ N/A \_\_\_ Poor \_\_\_ Questionable \_\_\_ Positive \_\_\_ Christ-like

**General Attitude:**

\_\_\_ N/A \_\_\_ Poor \_\_\_ Negative \_\_\_ Positive \_\_\_ Christ-like

**Leadership Qualities:**

\_\_\_ N/A \_\_\_ Never leads \_\_\_ Prefers to follow \_\_\_ Desires to lead \_\_\_ Exceptional

**Responsibility:**

\_\_\_ N/A \_\_\_ Unable to accept responsibility \_\_\_ Fairly responsible  
\_\_\_ Developing responsible attitude \_\_\_ Very responsible

**Teamwork:**

\_\_\_ N/A \_\_\_ Works best alone \_\_\_ Works fairly with others \_\_\_ Works well with others

**Communication Skills:**

☐ N/A ☐ Not able to communicate ☐ Occasionally misunderstood  
☐ Communicates clearly and logically

**Personal Maturity:**

☐ N/A ☐ Immature ☐ Average ☐ Growing ☐ Unusual Insight

**Social Acceptance:**

☐ N/A ☐ Tolerated ☐ Accepted ☐ Well-liked ☐ Sought after

**Personal Appearance:**

☐ N/A ☐ Careless ☐ Fair ☐ Good ☐ Exceptional

**Self Confidence:**

☐ N/A ☐ Lacking in confidence ☐ Exhibits little self-confidence  
☐ Moderately self-confident ☐ Self-confident

**Social Awareness:**

☐ N/A ☐ Insensitive ☐ Aware of other's feelings ☐ Thoughtful and considerate  
☐ Unusual insight and understanding

**Emotional Stability:**

☐ N/A ☐ Somewhat unstable ☐ Fairly well-balanced ☐ Well-balanced

**Potential for Ministry:**

☐ N/A ☐ Unlikely suited ☐ Unharnessed potential ☐ Growing potential  
☐ Tremendous potential

**For Further Comments:** (For explanations of any of the above, or for information not included above.  
Please use additional paper as necessary.)

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**Recommendation:**

Do you recommend this applicant for this opportunity?

☐ Could not recommend ☐ Yes, with reservation ☐ Yes ☐ Yes, with enthusiasm

Please explain your answer:

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Signature \_\_\_\_\_ Date \_\_\_\_\_  
Position \_\_\_\_\_ Organization \_\_\_\_\_

**Please return to:** Gateway International Educational Services  
303 N. Elizabeth Ave.  
St. Louis, MO 63135

If you have any questions, please call us at (314) 521-4850. THANK YOU!





# Medical Information

Please print or type all information.

Name: Last/first/middle \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Blood type: \_\_\_\_\_

Please list all prescription medications taken regularly (name, dosage, frequency taken).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Please list any allergies: \_\_\_\_\_

\_\_\_\_\_

Please list any special dietary needs: \_\_\_\_\_

\_\_\_\_\_

Please list any medical conditions that a doctor may need to know of during the trip: \_\_\_\_\_

\_\_\_\_\_

Person to contact in case of emergency:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: (     ) \_\_\_\_\_

Relation: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Passports

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**Submitting a Passport Application?** Be sure to check out our [Passport Fees](#) and current [Application Processing Times](#).

The [Passport Services Office](#) provides information and services to American citizens about how to obtain, replace or change a passport.

A passport is an internationally recognized travel document that verifies the identity and nationality of the bearer. A valid U.S. passport is required to enter and leave most foreign countries. Only the U.S. Department of State has the authority to grant, issue or verify United States passports.

### **New Application for a U.S. Passport**

To obtain a passport for the first time, you need to go in person to one of over 9,000 [passport acceptance facilities](#) located throughout the United States with two photographs of yourself, proof of U.S. citizenship, and a valid form of photo identification such as a driver's license.

Acceptance facilities include many Federal, state and probate courts, post offices, some public libraries and a number of county and municipal offices. There are also 13 regional passport agencies, and 1 Gateway City Agency, which serve customers who are traveling within 2 weeks (14 days), or who need foreign visas for travel. Appointments are required in such cases.

You'll need to apply in person if you are applying for a U.S. passport for the first time:

- if your expired U.S. passport is not in your possession;
- if your previous U.S. passport has expired and was issued more than 15 years ago;
- if your previous U.S. passport was issued when you were under age 16;
- or if your currently valid U.S. passport has been lost or stolen.

For more information on getting a new passport, please visit [How to get a passport page](#).

### **Renewal of a U.S. Passport**

You can renew by mail if:

- Your most recent passport is available to submit and it is not damaged;
- you received the passport within the past 15 years;
- you were over age 16 when it was issued;
- you still have the same name, or can legally document your name change.

You can get a passport renewal application form by downloading it from [this site](#).

If your passport has been, altered or damaged, you cannot apply by mail. You must apply in person.

For more information on how to renew a passport, please visit [How to renew a passport page](#).

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[http://travel.state.gov/passport/passport\\_1738.html](http://travel.state.gov/passport/passport_1738.html)

## How to Apply for a Passport Renewal

<b>Should You Apply for a Passport Renewal by Mail?</b>
<b>YES, If You...</b> <ol style="list-style-type: none"><li>1. Already have a passport that is not damaged; <b>and</b></li><li>2. Received it within the past 15 years; <b>and</b></li><li>3. Were at least age 16 when it was issued; <b>and</b></li><li>4. Still have the same name as in passport (or you can legally document your name change).</li></ol>
<b>NOTES:</b> <p>U.S. citizens residing abroad (except those living in Canada) should renew their passports at the nearest U.S. Embassy or U.S. Consulate.</p> <p>U.S. citizens residing in Canada may mail DS-82, <i>Application for Passport by Mail</i>, renewal applications to the address indicated on the form. Payment must be in US\$.</p> <p>Passports renewed by mail in the U.S. may only be mailed to U.S. and Canadian addresses.</p> <p>If you mutilate or alter your U.S. passport, you may invalidate it and risk possible prosecution under the law (Section 1543 of Title 22 of the U.S. Code).</p> <p>If your passport has been <b>mutilated, altered or damaged</b>, you cannot apply by mail. You must <b>apply in person</b>. ( See How to Apply in Person .)</p> <p>Some countries require that your passport be valid at least six months beyond the dates of your trip and/or have two to four blank visa/stamp pages. Some airlines will not allow you to board if these requirements are not met.</p> <p>If you are behind in child support payments, you may not be able to get a passport. See Child Support .</p>
<b>If you can, then How Do You Renew Your Passport By Mail?</b>
<b>1. Complete <i>Application For Passport By Mail</i> , form DS-82</b>
<p>Click here to download the DS-82 Application form .</p> <p>Be sure to sign and date your application.</p>
<b>2. Attach to it:</b>
<p>Your most recent passport</p> <p>Two identical passport photographs</p> <p>And, a \$67 fee payable to the U.S. Department of State.</p> <p>If you need your passport urgently, you may request Expedited Service. ( Click here for information about Expedited Service .)</p> <p><b>NOTE:</b> Your previous passport will be returned to you with your new passport.</p>
<b>3. If your name has changed since your passport was issued:</b>
<p>Enclose a certified copy of the legal document specifying your name change (e.g. marriage certificate, divorce decree, adoption decree, or court order).</p> <p>No photocopies accepted.</p> <p><b>NOTE:</b> If your name has changed by other means, you must apply in person. (See How to Apply in Person .)</p>
<b>4. Mail in a padded envelope to:</b>
National Passport Processing P.O. Box 13349 Philadelphia, PA 19101-3349

[http://www.travel.state.gov/passport/get/renew/renew\\_833.html](http://www.travel.state.gov/passport/get/renew/renew_833.html)



# INTERN FOLLOW-UP

NAME: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

Email Address: \_\_\_\_\_

- ☐ Follow-up on verbal expression of interest / given brochure
- ☐ Give application with medical sheet and reference sheets
- ☐ Follow up application - before October 15
- ☐ Received application by November 1
- ☐ Received non-refundable application fee (\$150.00) with the application
- ☐ Received Reference sheets (3)
- ☐ Received Medical Sheet
- ☐ Followed up on reference sheets
- ☐ Accepted for internship
- ☐ Intern Handbook sent on \_\_\_\_\_
- ☐ Books sent
- ☐ Brochures for fund-raising sent
- ☐ Pre-field orientation—November 20
- ☐ Checked on support progress - December
- ☐ Checked on support progress - January
- ☐ Learning contract made (if necessary)
- ☐ Received \$2000 - March 1
- ☐ Checked on progress - March
- ☐ International health insurance - April 1
- ☐ Passport follow-up - April
- ☐ Received remaining balance - May 15
- ☐ Luggage tags sent
- ☐ Itinerary / tickets purchased
- ☐ \_\_\_\_\_
- ☐ Post-field service/Ministry review

## SAMPLE BUDGET

South Africa Expense Guidelines per person/day	USA	CPT	GRJ	GRT	Youth Camp
Airfare from STL (Round trip)	\$ 2,000.00				
Housing		R300	R50	R120	R180 per person
Food per day	\$ 30.00	R120	R120	R120	R100 per person
In country Travel Petrol / van		R30	R30	R20	R30
In country travel via taxi as necessary/borrowing vans		R200	R200	R200	R200
Sleeping bags and pillows for youth camp					R300
Medical Insurance (IMG) (Patriot Group, Int'l)	\$ 45.00				
Emergency funds	\$ 150.00				
VBS Materials	\$ 50.00				
<b>Misc Cultural Learning Experiences</b>					
Valley of Desolation and Game Reserve				R20	
Cape Point & Table Mountain		R200			
Ostrich Farm and Cheetah Park			R200		
Big Hole					
Other					
<b>Multiplied by Number of Days</b>		<b>8</b>	<b>10</b>	<b>10</b>	<b>5</b>
Grand Total in Rands		R4,000	R2,400	R2,820	R930
<b>Totals (converted to US dollars at 6 to 1)</b>	\$ 2,275.00	\$ 666.67	\$ 400.00	\$ 470.00	\$ 155.00
<b>Grand Total per person for Internship 2009</b>	<b>\$ 3,966.67</b>				

Grand Total for the group of	
Total needed per place:	
Airport food	
<b>Emergency funds</b>	
Medical Insurance	
Raptim actual airfare total	
SAA actual airfare total	

**NOTE:** There will now be an application fee of \$25, which will offset the cost of orientation materials and postage.

**NOTE:** As of 2007, the application fee must include the \$125 non-refundable airline deposit for a total of \$150 application fee.

Internship Dates: June 9-July 14, 2009  
**Trip Total: 35 days**  
**Total Time in South Africa: 33 days:**  
**Arrive in CT on June 10 & Depart George on July 13.**



## Gateway International Educational Services

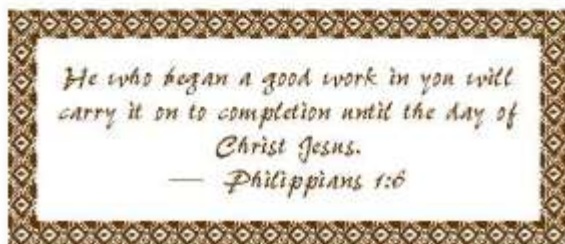
303 N. Elizabeth Avenue ~ St. Louis, Missouri 63135  
(314) 540-4482 ~ [fcc\\_agarner@sbcglobal.net](mailto:fcc_agarner@sbcglobal.net)

### Internship 2008 *South Africa* June 10-July 15



<u>Flight #</u>	<u>Date</u>	<u>Depart from:</u>	<u>Time</u>	<u>Arrive at:</u>	<u>Time</u>
DL 6348	10 June	St. Louis Lambert	7:20 am	New York JFK	10:58 am
DL 128	10 June	New York JFK	3:55 pm	Cape Town Int'l	3:55 pm 11 June
SA 8628	14 July	George	12:10 pm	Cape Town Int'l	1:00 pm
DL 129	14 July	Cape Town Int'l	5:45 pm	New York JFK	6:30 am 15 July
DL 6347	15 July	New York JFK	10:59 am	St. Louis Lambert	12:54 pm

Please sign up for frequent flyer miles programs with Delta (delta.com) and United (united.com). They all add up!





# Internship 2008 ~ South Africa



## Please pray

1. Courtney List
2. Andrea Gash
3. Vicky Moore
4. Alex Crump

5. Aaron McCaleb
6. Daniel Pabarcus
7. Matthew Spry
8. Pete, Fran & Denzil

Laughren  
9. Stacy Garner  
10. Angie, Benton & Braedon Garner as they remain Stateside.



## Youth Camp & Holiday Bible School

- VBS in Cape Town — We are praying for 500 or more!
- VBS in Knysna — We are praying for 300 or more!
- Youth Camp in Wellington — We are praying for 200 or more!
- VBS in Graaff-Reinet — We are praying for 500 or more!



## Flexible Itinerary

- June 10 ~ Leave St. Louis
- June 11 ~ Arrive in Cape Town
- June 12-20 ~ Finalize preparations for VBS; VBS; lead youth groups, teach Bible classes, church; etc.
- June 21 ~ Travel to George
- June 22-29 ~ Participate in various ministries along with the churches in George; VBS in Knysna.
- June 30-July 4 ~ Youth Camp in Wellington.
- July 5 ~ Travel to Graaff-Reinet
- July 6 ~ Travel to Kirkwood Prison
- July 7-12 ~ Participate in various ministries with the Church of Christ in Graaff-Reinet; VBS
- July 12 ~ Travel to George
- July 13 ~ Worship with the Christians in Geoger
- July 14 ~ Leave George
- July 15 ~ Arrive in St. Louis

## Important Contact Info

- You will have access to your personal email accounts once or twice per week
- You can purchase phone cards in South Africa and phone home once per week
- Upon arrival, Stacy will purchase a phone and give you the number, which you can in turn give to your family, so that they can call you in case of an emergency.



Gateway International Educational Services  
303 N. Elizabeth Avenue, St. Louis, MO 63155



REPUBLIC OF SOUTH AFRICA

DA 331

## South African Revenue Service CUSTOMS DECLARATION

Section 15(1) of the Customs and Excise Act 91 of 1964

Surname	
First name(s)	
Passport number	
ID number (SA Residents)	
Date of birth	
Nationality	
Country of residence	
Occupation	
Flight, voyage or vehicle registration number	

**Purpose of travel:** (Please mark with an X)

Holiday	<input type="checkbox"/>	Business	<input type="checkbox"/>	Study	<input type="checkbox"/>
Crew	<input type="checkbox"/>	Immigration	<input type="checkbox"/>	Diplomatic	<input type="checkbox"/>
Employment	<input type="checkbox"/>	Other	<input type="checkbox"/>		

Failure to declare goods in your possession is a contravention of Section 15(1) of the Customs and Excise Act 91 of 1964

**SARS**  
At Your Service

## Welcome to the Republic of South Africa

### Notes to assist you in completing your customs declaration

**Who must complete a customs declaration**

- All travellers including children must complete separate customs declarations. Parents or guardians should assist minors to complete the declaration.

**How to complete the declaration**

- Answers must be in English.
- Print in capital letters.
- Mark boxes with an X.
- Each traveller (or legal guardian in the case of minors) must sign the declaration.

**Channels – Red or Green**

After collecting your baggage you must proceed to the red (Goods to Declare) or green (Nothing to Declare) channel:

- If you have any prohibited, restricted goods and/or goods which fall outside your duty free allowance in your possession, or if you are unsure whether any goods in your possession fall within these categories, please proceed to the Red Channel.
- If you only have goods which fall within your duty free allowance, please proceed to the Green Channel.

**Note:**

- You may be stopped and questioned by a customs officer about your decision. Your baggage may also be subjected to further scrutiny or search.
- The customs declaration is a legal document – false declarations may lead to penalties, confiscation of goods, prosecution or imprisonment.

**Prohibited Goods**

The importation of the following goods into the Republic of South Africa is strictly prohibited:

- Narcotic and habit-forming drugs in any form;
- Fully automatic, military and unnumbered weapons;
- Explosives and fireworks;
- Poison and other toxic substances;
- Cigarettes with a mass of more than 2 kg per 1 000;
- Goods to which a trade description or trade mark is applied in contravention of any Act (for example counterfeit goods);
- Unlawful reproductions of any works subject to copyright;
- Penitentiary or prison-made goods.

**Restricted Goods**

Certain goods may only be imported provided you are in possession of the necessary authority/permit. A few examples of the goods in question are listed here for your information:

- Firearms;
- South African bank notes in excess of R5 000;
- Gold coins;
- Coin and stamp collections;
- Unprocessed gold;
- Animals, plants and their products (e.g. animal skins, dairy products, honey);
- Medicine (excluding sufficient quantities for one month for own personal treatment accompanied by a letter or certified prescription from a registered physician).



## REPUBLIC OF SOUTH AFRICA

DA 331

Declaration in terms of Section 15(1) of the Customs and Excise Act 91 of 1964

Are you in possession of: (Please mark with an X)

Yes No

- prohibited or restricted goods (eg. firearms, plant and animal products)
- any goods (new or used) obtained abroad worth more than R3 000 in total
- gifts you are carrying on behalf of others
- more than 2 litres of wine
- more than 1 litre of spirituous and other alcoholic beverages
- more than 200 cigarettes
- more than 20 cigars
- more than 250g cigarette or pipe tobacco
- more than 50ml perfumery
- more than 250ml eau de toilette
- goods taken from the Republic that have been remodelled/repared
- goods taken from the Republic that have been exchanged
- goods registered for re-importation (DA 65)

Specify value of SA currency in your possession (Rand):

Specify value of other currency in your possession: (eg. £200; \$350; 100Pula)

If you have obtained any goods abroad (including goods worth less than R3 000), or if you answered "yes" to any question on this page, please complete the following:

Description of item	Value in foreign currency (Invoice Price)

Declaration by traveller or legal guardian:

I hereby declare that the particulars herein are true and correct.

Signature

Date

## Duty Free Allowances

The following goods may be imported without the payment of customs duty and VAT

Description of Goods	Exclusions	Conditions
Personal effects, sporting and recreational equipment, new or used, for own use (brought in either as accompanied or unaccompanied baggage).	Any goods brought in by <b>residents</b> (e.g. jewellery) which were exchanged, remodelled, processed or repaired while abroad do not qualify for this allowance and must be declared for duty purposes.	<b>Visitors</b> may be required to lodge a cash deposit to cover the potential Duty/Vat on expensive articles pending re-exportation.
Up to 2 litres of wine per person.	Not applicable to persons <b>under 18 years</b> of age.	Allowances in respect of goods acquired abroad are only valid once per person during a continuous 30 day period and shall also not apply to goods imported by persons returning after an absence of less than 48 hours.
Up to 1 litre of spirits and other alcoholic beverages per person.	Not applicable to persons <b>under 18 years</b> of age.	
Up to 200 cigarettes and 20 cigars per person.	Not applicable to persons <b>under 18 years</b> of age.	Crew members, including the master of a ship and pilot of an aircraft, are only entitled to this rebate provided such members return to South Africa permanently.
Up to 250g of cigarette or pipe tobacco per person.	Not applicable to persons <b>under 18 years</b> of age.	
Up to 50ml perfumery and 250ml eau de toilette per person.		
Up to R3 000 worth of new or used goods in accompanied baggage per person.		

ALL GOODS ACQUIRED ABROAD MUST BE DECLARED AND THE DUTY AND VAT THEREON PAID AS EXPLAINED BELOW

## Consumables

Consumables imported in excess of the quantities stipulated above will be assessed for duty in terms of the applicable rate, as well as for VAT.

## Duty free allowance – R3 000

The duty free allowance in respect of goods (new or used) imported for personal use remains applicable for any such goods up to a value of R3 000, notwithstanding the fact that the value of such individual item or multiple goods may exceed R3 000 by any value. A part allowance can be allowed, i.e. if the value of the goods is R5 000, an amount of R3 000 may be allowed duty free and the balance assessed as described below.

## Flat rate assessment

Over and above your allowance for consumables and your duty free allowance of R3 000, you may elect to pay customs duty at a flat rate of 20% on any additional goods which you have acquired abroad of a total value not exceeding R12 000. However, to qualify for the 20% flat rate assessment the combined value of all your consumables, your R3 000 duty free allowance and any additional goods imported may not exceed R15 000.

You may also elect to have the imported goods in your possession assessed individually in which case the goods would attract customs duty at the applicable rate as well as VAT at the standard rate.

Where the combined value of the abovementioned goods exceeds R15 000, then the additional goods imported no longer qualify for the flat rate assessment and duty at the applicable rate and VAT becomes payable.

## Crew members (including the master or pilot)

Crew members are entitled to a duty free allowance of a value not exceeding R500. The value of the items that may be assessed on a flat rate basis is restricted to R2 000 per person.

Should you require any assistance in completing this form, please contact the customs officer on duty. Once completed, please tear carefully along the perforation and hand in only the completed form to the customs officer. As this declaration will be scanned, please exercise care not to fold or damage the declaration in any way.

N° vol \_\_\_\_\_ O.A.C.I / I.C.A.O.  
 Flight Number \_\_\_\_\_  
**CARTE INTERNATIONALE**  
**D'EMBARQUEMENT / DEBARQUEMENT**  
 INTERNATIONAL EMBARKATION / DISEMBARKATION CARD

1. (En caractères M / Mr  
 d'imprimerie) Mme / Mrs \_\_\_\_\_  
 (Please print) Mlle / Miss \_\_\_\_\_  
 NOM / Surname \_\_\_\_\_  
 \_\_\_\_\_  
 Nom de jeune fille / Maiden Name \_\_\_\_\_  
 \_\_\_\_\_  
 Prénoms / Given names \_\_\_\_\_
2. Date de naissance \_\_\_\_\_  
 Date of birth \_\_\_\_\_  
 Quantième/Day Mois/Month Année/Year
3. Lieu de naissance \_\_\_\_\_  
 Place of birth \_\_\_\_\_
4. Nationalité \_\_\_\_\_  
 Nationality \_\_\_\_\_
5. Profession \_\_\_\_\_  
 Occupation \_\_\_\_\_
6. Domicile \_\_\_\_\_  
 Permanent Address \_\_\_\_\_
7. Pour les passagers à l'arrivée  
 aéroport d'embarquement \_\_\_\_\_  
 For arriving passengers  
 airport of embarkation \_\_\_\_\_
- Pour les passagers au départ  
 aéroport de débarquement \_\_\_\_\_  
 For passengers leaving  
 airport of disembarkation \_\_\_\_\_
8. Numéro du passeport \_\_\_\_\_  
 Passport number \_\_\_\_\_

RESERVE A L'ADMINISTRATION / FOR OFFICIAL USE ONLY

AAANS

**MINISTERE DU TOURISME ET DES TRANSPORTS AERIENS**

Date \_\_\_\_\_ Numéro de vol \_\_\_\_\_  
 (Date) (Flight Number)

Arrivée ☐ Départ ☐ Transit ☐  
 (Arrival) (Departure) (Transit)

**MOTIF DU VOYAGE**  
 (Reason for travelling)

1- Affaires ☐ 5- Famille ☐  
 (Business) (Family)

2- Vacances - Tourisme ☐ 6- Religion et Pèlerinage ☐  
 (Holidays-Tourism) (Religion and Pilgrimage)

3- Résident ☐ 7- Santé ☐  
 (Resident) (Health)

4- Conférence ☐ 8- Autres ☐  
 (Conference) (Others)

Nationalité \_\_\_\_\_ Age \_\_\_\_\_  
 (Nationality) (Age)

Profession \_\_\_\_\_  
 (Occupation)

Pays de Résidence \_\_\_\_\_  
 (Country of Residence)

Adresse au Sénégal \_\_\_\_\_  
 (Address in Senegal)

Durée de Séjour \_\_\_\_\_ 1<sup>er</sup> séjour ☐ ☐  
 (For how long) (First Visit) OUI NON

Nombre d'Accompagnants \_\_\_\_\_  
 (Number of Accompanist)