

JOSHUA PROGRAM FORMS

FORM	FOR WHO	WHEN DUE	WHERE TO SEND
<p>Work Group Application*</p> <p>*Must include a \$1,000 deposit</p>	Group Leader	ASAP to reserve preferred week	<p>Urban Mission c/o Joshua Program 301 North 5th Street Steubenville, OH 43952</p> <p>Joshua@urbanmission.org</p> <p>Fax: 740.282.8514</p>
<p>Updated contact information</p> <p>Group roster</p> <p>Background check information</p> <p>Meal preferences</p> <p>Schedule</p>	Group Leader Adult Leaders	Two weeks prior to arrival at the Joshua Program	<p>Urban Mission c/o Joshua Program 301 North 5th Street Steubenville, OH 43952</p> <p>Joshua@urbanmission.org</p> <p>Fax: 740.282.8514</p>
<p>Liability release form</p> <p>Medical information form</p> <p>Covenant form</p> <p>*All per person fees must be paid at the time of arrival</p>	Group Leader Adult Leaders All participants	<p>Upon arrival to the Joshua Program</p> <p>(Please make two copies of these forms.)</p>	<p>Urban Mission c/o Joshua Program 301 North 5th Street Steubenville, OH 43952</p>

- Please Note:** All forms are available in the JOSHUA Handbook. A copy of all forms will also be emailed to the group leader upon receipt of the Work Group Application.

JOSHUA PROGRAM FEES

PROGRAM	LENGTH OF STAY	ADMINISTRATIVE FEE	PER PERSON FEE
Retreat	Day Only	\$75	
Retreat	Overnight	\$75	\$20 (Per Person Per Night)
JOSHUA Summer Work Mission	1 week	\$1,000 (Includes cost for all building materials)	\$180 without meals (with t-shirt) \$200 with meals (with t-shirt)
JOSHUA Summer Work Mission	Weekend	\$200 (Includes cost for all building materials)	\$50 (Per Person Per Night with meals)

- The Administrative Fee includes all materials for projects. It is non-refundable, however, it may be transferred to another date.
- Dates are reserved upon receipt of a group's Application and Administrative fee. Final payment including all "per person fees" for your group should be brought with you upon arrival at the JOSHUA House.
- Checks must be payable to: Urban Mission JOSHUA Program. We request that all "per person fees" be included in a single check from the group to the Urban Mission JOSHUA Program upon arrival.
- Beginning in 2014, "per person" fees will be determined on whether a groups prefers to have their meals provided by the JOSHUA program or by their group.

The following options are provided to your group for your 2014 stay:

- **MEAL OPTION ONE:** The Urban Mission will provide all lunches and dinners for the group. (The group is responsible for breakfast.) Choosing this option will result in an additional \$20 per person (total cost per person = \$200). Groups will eat on site or at the Urban Mission's Unity Kitchen located just minutes away from the JOSHUA House.
- **MEAL OPTION TWO:** Groups can bring their own food and provide their own breakfast, lunch and dinner meals. Many times a group brings a few cooks to help prepare and serve each meal.

Please notify us of your option at least two weeks before your arrival.

- Groups are expected to clean the house at the end of their stay. If this is not done to the satisfaction of the JOSHUA House Supervisor a \$25.00 fee will be charged.