



# THE RELIEF BUS

295 Walnut St. Elizabeth, NJ 07201  
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## COVER SHEET FOR STAFF USE ONLY

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

Designated NYCR Contact: \_\_\_\_\_

Recommendation By: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Financial Arrangements Contact: \_\_\_\_\_

Designated "Buddy" \_\_\_\_\_

Designated Operations: \_\_\_\_\_

Designated Housing: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Approved By: \_\_\_\_\_

# Short Term Missions Application

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## 1. Personal Facts

Name: \_\_\_\_\_  
Last First Middle

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

Tel. \_\_\_\_\_ (day) Tel. \_\_\_\_\_ (evening)

Email: \_\_\_\_\_ SS# \_\_\_\_\_

Date of birth: (mo/day/year) \_\_\_\_/\_\_\_\_/\_\_\_\_ Age: \_\_\_\_\_

Do you have a valid driver's license?  Yes  No License # \_\_\_\_\_

## 2. Marital Status and Children

Married  Divorced  Separated  Widowed  Single

Wife's/husband's name: \_\_\_\_\_

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

Tel. \_\_\_\_\_ (day) Tel. \_\_\_\_\_ (evening)

Number and Names of Children	Ages
1. _____	_____
2. _____	_____
3. _____	_____

## 3. Emergency Contact

Person to be notified in case of emergency:

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

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

Tel. \_\_\_\_\_ (day) Tel. \_\_\_\_\_ (evening)

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**4. Personal  
information**

*In answering the following questions, please be as specific as you can.*

1. *Please explain why you would like to serve with us.*

2. *What is your experience like and understanding of working as a part of a team?*

3. *What is your Christian/Church background and current involvement? Please include any missions/ministry experience.*

4. *Do you drink alcohol, take any drugs or medications? (Please be specific)*

## Short Term Missions Application

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5. *Do you have any physical, mental, spiritual or emotional problems/issues that may hinder your ability to fulfill your obligations as a Short Term Missionary? Have you had any issues in the past in these areas that should be brought to light BEFORE you would take an assignment such as this? (This work is highly demanding spiritually, physically, emotionally.)*

6. *Do you agree that your living quarters will be kept clean, neat and organized at all times?*

7. *Do you understand and agree with the Matthew 18 principle regarding issues with co-laborers, brothers and sisters, leaders?*

### 5. Financial Obligations

The cost for housing is \$400 per month, which does not include food, personal items, or any other expenses. These expenses will be solely your responsibility. We suggest that you have enough funds to cover these expenses and room at a minimum of approx. **\$600 – \$700 per month total.**

*You must demonstrate your ability to provide these expenses by one of three means:*

- a. Pay for your stay upfront.
- b. Pay monthly. If you choose to pay monthly, you will need to show proof that you have enough committed monthly support to do so.
- c. Have a church or other recognized guarantor fulfill your obligation.

*Please explain how you plan to be responsible for these fees:*

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### 6. Education & Employment History

*High School: Name of School/Graduation Date:*

*Vocational School: Name of School/Grad. Date:*

*College: Names/Dates:*

***Present or last place of employment:***

*Company:*

*Phone:*

*Email:*

*Contact:*

*Date Started:*

*Date Left:*

*Reason for leaving:*

## Short Term Missions Application

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### **Previous place of employment:**

Company:

Phone:

Email:

Contact:

Date Started:

Date Left:

Reason for leaving:

### **Personal References**

<i>Name</i>	<i>Relationship</i>	<i>Phone number</i>	<i>Email Address</i>
1.			
2.			
3.			

*Have you received any training specific for this position? Please explain:*

*What other skills or interests do you have?*

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*Do you speak any foreign languages?  Yes  No      List languages and your capability:*

**7. Commitment**

1. How long a commitment are you willing/able to make?
2. What are your proposed start/finish dates?
3. Are you willing to abide by any and all rules/regulations as set forth by NYCR?  
( Standards set forth by Organization policies and standards, written OR verbal )  
yes/no \_\_\_\_\_

**PLEASE READ THE FOLLOWING STATEMENT CAREFULLY AND INITIAL**

**4. I agree that my time as a short-term missionary with The Relief Bus is not a time for me to be pursuing a relationship in any way. Therefore, my heart commitment is to abstain from any relationships other than purely platonic friendships. I further understand that if I should develop “feelings”, beyond friendship, for any individual other than as stated above, I will bring that to the attention of the leadership immediately. My desire is to seek God and God alone during my time with The Relief Bus/New York City Relief. \_\_\_\_\_ Initial – ( I fully agree and will comply.)**

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**8. Releases  
And  
Commitments**

The facts set forth in my application are true and complete. I understand that if approved you are hereby authorized to check my references and complete background checks. I hereby grant NYCR and any agency/individual approved by NYCR the full right to use my participation in NYCR, in part or in full, audio, video, internet/web venue, published and/or produced in any form, in any way that NYCR deems useful without any compensation or liability whatsoever.

I further release New York City Relief Inc. from any responsibility for any injury or sickness contracted during my time of volunteering. I understand that there is no financial compensation for my volunteer services, and that I am responsible for any health care costs incurred during my stay.

I understand that transportation is my responsibility. NYCR will endeavor to provide rides to and from the Relief Center for ministry purposes whenever possible however, any other transportation for shopping, etc. is not guaranteed or obliged. Host home family members, or other team members may include me in shopping times as those arrangements are worked out on an individual basis.

*NEW YORK CITY RELIEF – Short Term Missions Application*

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

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

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

*Please submit this fully completed application along with one personal reference and one pastoral reference.*

***Mail to: STM Dept., The Relief Bus, 295 Walnut St., Elizabeth, NJ 07201***