



Reference Form
Short-Term Team to _____

Please send this completed form to DMI, 11 Toll Gate Road, Lititz, PA 17543.
You may also scan it and send to DMI@dci.org.

Applicant's name: _____

Your name: _____

How long have you known the applicant? On what level do you know him/her?

What are the applicant's strengths and weaknesses?

Since you have known the applicant, how have you seen growth in his/her relationship with the Lord? Does the applicant seek to obey God's Word? Please explain attitude and behavioral changes consistent with the Word of God, spiritual gifts that are evident, the conviction of the Holy Spirit in his/her life, or anything else you feel we should know about his or her spiritual maturity.

Please rate the applicant on a scale of 1-5 on the following questions (5 being the best).

- How well does the applicant express feelings? _____
- How does the applicant take constructive criticism? _____
- How does he/she cooperate with others in a group or team setting? _____

Do you have any reservations about the applicant participating in this team? *yes* *no*

If so, please explain. _____

If you have any further comments, please use the back to elaborate.

Signature _____ Date _____

Guidelines and Rules

Participating in ANY of the following are grounds for *immediate dismissal* from the outreach team:

- Using alcoholic beverages, illegal drugs or tobacco products of any kind
- Stealing or gambling
- Using fireworks or firecrackers
- Pornography
- Displaying romantic or dating relationships. This includes hand holding, kissing, etc.
- Going outside the team housing area alone

Participating in ANY of the following are grounds for *immediate disciplinary action* and possible dismissal from the outreach team:

- Fighting, disorderly conduct or excessive noise
- Using profanity or temperamental outbursts
- Borrowing money from team members or nationals
- Two individuals of the opposite sex alone; giving back rubs; lap sitting; guys in girls' rooms or girls in guys' area
- Not keeping your bed or area of room neat and clean. (There may be room checks.)
- Disobedience to curfews, dress codes and cell phone usage restrictions set by team leaders
- Disrespect to those in authority in the team and host country

As a participant of a mission outreach, I have read and understand the regulations given above. I understand that I will comply or I am subject to the consequences and even dismissal AT MY OWN EXPENSE. Therefore, I will maintain a positive attitude regardless of the circumstances.

Applicant's signature: _____ Date: _____

For applicants under 18: As a parent/guardian of a DOVE Mission International team member under 18 years of age, I have read and understand the regulations above. I understand that I am responsible for ALL EXPENSES to send my child home in the event that he/she does not comply to the guidelines stated here.

Parent/Guardian's signature: _____ Date: _____

Parent/Guardian's signature: _____ Date: _____

Please return these completed forms to:
DMI, 11 Toll Gate Road, Lititz, PA 17543 or DMI@dcfi.org



Obtaining proper clearances to serve with children

We want to make sure that all children who will come into contact with this team are safe, whether they are serving on the team with you or receiving ministry in some way from this team. If you are 18 or older, you will need to obtain a child abuse clearance certificate *from the state in which you reside*. If you are under 18 for all or part of the trip, you do not need to complete this step of the application.

You may already have a child abuse clearance if you volunteer or work with children in a church, school, or medical setting. If that is the case, you can simply forward this to the DOVE office via email or send a copy in the regular mail. If you do not have one, please follow the steps below to obtain your clearance.

Please note

- If you have submitted clearances to your church, that does not necessarily mean that they are on file at the DOVE Mission International office in Lititz, Pennsylvania. You must either submit your clearances directly to the DOVE office in Lititz or request that your church send them to us.
- Please give yourself plenty of time to obtain your clearance. Start the process as soon as possible to ensure the DMI office receives your clearance in a timely manner.
- If prompted to say who is requesting this clearance, enter your own name. (This makes the process take less time, as it prevents DOVE from having to become involved.)
- Clearances obtained from third-party companies are not valid. Please follow the instructions below to obtain a valid clearance through your state.

For Pennsylvania residents

- [Click here](#) to apply for the child abuse clearance online.
- Click on "Individual login" or "Create individual account."
- Complete the form and submit it.
- Details
 - Free every 57 months for volunteers. \$13 if requesting within that time frame.
 - Takes 20 minutes to complete if creating a new account.
 - Results come in within 14 days. Please give yourself plenty of time to complete this clearance.

For non-Pennsylvania residents

- [Click here](#) to download a list of state departments.
- Find your state in this document, and either go to the website listed or contact the state representative for information on how to complete the child abuse clearance.

Please return your clearance certificate to:
DMI, 11 Toll Gate Road, Lititz, PA 17543
or **DMI@dci.org**

