

Registering With the US State Department

For Team Leaders:

All team members should register at the US Government's website for your upcoming trip. This gives the US Government the information they need in case they are contacted by a family member for some reason, a passport is lost, or there is an in-country emergency, etc.. This process also registers you with the US Consulate and is the best way for them to help us or you if needed in anyway.

Here is the Website...<https://travelregistration.state.gov/ibrs/>

1. Open the above web site. Click on the link on the right side of the page that says "REGISTER MY TRIP".
2. Click on the link that says "NEW SHORT-TERM TRAVELER"
3. Fill out the information on this page as completely as possible (See below for Country-Specific Information). At the end of the page, click the "continue" button. Keep following instructions until you are finished. If possible print out the information for your records.

Idea...Do this at someone's home when all team members are present and can do it at the same time. Everyone will need their passports and emergency contact info with them to fill out the information. If done together, certain areas will only need to be filled out once.

Include the following information:

Itinerary Section:

Please describe the "Purpose of Visit" as: "Visiting Churches with RMI/MEBSH/Radio Lumiere in Southern Haiti with Gary McLaughlin."

Destination Section:

Destination type: "Home"
Address line 1: Gary McLaughlin/Radio Lumiere
Address line 2: Cite Lumiere Mission Center
City: Les Cayes
Postal code: (leave it blank)
Phone: 509-3766-7584
Email: rmioffice.florida@rminet.org
Foreign state: (leave it blank)
Country: Haiti
Fax #: 239-368-8325

