

Travel Agreement

A relationship of mutual respect between sponsor and sponsored person is central to Unbound's mission.

- Unbound Core Value IV

Unbound reserves the right to decline to accept or retain any person as a trip participant should such participant's behavior, health or mental condition impede their participation on this trip. Disregarding this agreement could jeopardize your eligibility to travel or sponsor.

We have developed the following agreement and guidelines for the protection of each sponsored person, the safety and privacy of travelers, and the integrity of Unbound as an organization. We require that all trip participants adhere to these standards to ensure a positive and fulfilling experience for all involved.

Group Safety and Respectful Behavior

- Traveling to another country and with a group requires an extra level of behavioral sensitivity. Treat everyone with respect, patience, courtesy, dignity and consideration.
- Always follow the directions of Unbound staff members.
- For security reasons, trip participants must always stay with the group and follow the planned itinerary. No personal itineraries, agendas, or unregistered guests are permitted during the trip.
- Be culturally sensitive when choosing your clothing. Clothing must cover the knees and shoulders unless otherwise stated in the trip's pre-departure materials.
- During a trip, there may be opportunities to gather for a drink. While we encourage you to gather, we emphasize the importance of not drinking excessively or to drink in the presence of sponsored members or their families.
- If you are a minor or traveling with a minor, you have agreed to the expectations for minors, parents and chaperones outlined in the Travel with a Minor pages of the registration packet. Refer to the packet for a detailed reminder of our expectations.

Protection of Sponsored Members, Travelers and Staff

- A staff member of Unbound must accompany you at all times when visiting with sponsored members. For your and everyone's protection, you should never be alone with a sponsored member. While visiting with your specific sponsored

- friend, a representative of his or her family must accompany you in addition to the staff member of Unbound.
- For the protection and well-being of our sponsored families, do not geotag your locations. Please make sure location services on your GPS enabled devices, such as smartphones and cameras, are turned off. Refer to your user's manual for information on how to disable geotagging. A geotagged photo includes specific geographical data, which can then be pulled from the photo when posted to social media, emailed or shared in any other digital format.
 - Flirting, unwelcome flattery, suggestive comments, or intimate relationships with members of our community or staff is unacceptable.

Greetings

- Unless otherwise stated during your trip preparation, a handshake or brief hug is appropriate. However, appropriate greetings vary by region, culture and personal preference. Refer to the pre-trip materials for more guidance.
- Be sensitive to another's need for space. Sponsored members should not be touched or hugged in a manner that a reasonable person might construe as inappropriate, prolonged or excessive. Do not allow a sponsored member to sit on your lap.
- You may not kiss a sponsored member anywhere on their person or request a kiss from them.

Gifts

- Sponsors are welcome to bring simple gifts for their sponsored friend and family. Gift-giving guidance will be provided to confirmed travelers.
- Randomly distributing gifts in public, including candy and money, is not permitted. Such actions are disrespectful to the dignity of community residents and can create chaotic situations.
- For the safety of your group, future groups, staff and sponsored families, it is prohibited to give cash or other valuable gifts to people you meet, including your sponsored friend, a member of their family, other sponsored members or an Unbound staff member.
 - If a sponsored friend or a family member asks for additional monetary or material assistance, please speak with a local Unbound staff member before agreeing to provide any additional assistance. All monetary gifts must be made through Unbound's office in Kansas City. Please be aware that we discourage sponsored friends and their families from initiating these types of requests.

- Sponsors interested in learning about additional needs of their sponsored friend may initiate this conversation with their sponsored friend and family, ask the local staff during the trip and/or inquire with Unbound’s office in Kansas City at any time.

Direct Contact

- Never provide, ask for, accept or record personal contact information (including addresses, phone numbers and email) to a sponsored friend, family member, or directly to local Unbound staff, including interpreters. All communication during and after the visit must follow our regular correspondence guidelines found at www.unbound.org/letters.
- Do not locate or connect with sponsored friends, their families or local Unbound staff, including interpreters, through tools such as Facebook, Twitter, Instagram, Skype, instant messaging, etc.
- Do not ask for or accept accommodation with the family of a sponsored friend or staff member during or following a trip. Do not offer or accept a petition to bring a sponsored friend to visit or reside in your country of origin.

Non-compliance with the aforementioned standards or recommendations of Unbound staff could result in the loss of visiting privileges or termination of sponsorship. Violations of Direct Contact policies could also jeopardize a sponsored friend’s eligibility for the program. If, during your visit, you observe others acting inappropriately or inconsistent with these standards, please report this activity immediately to Unbound staff.

I have read, understand and agree to abide by the aforementioned Travel Agreement. I have also read and understand the Awareness Trip Payment and Cancellation Policy and the Unbound Visit Standards.

Printed name

Date

Signature