

Travel Notes #4: Checklists for the Last Two Days

1. Lead Translator Coordination & Final Schedule

Review Last-Day Itinerary: Finalize timeline for arrival, transfers, and departure.

Crew Appreciation Meal: Confirm schedule and time with cooks and lead translator.

Boat Inventory Replenishment: Compile a list of items that need restocking for future trips (eyeglasses, Bibles, medicines, supplies, etc.).

Merchandise Purchases: Set aside time for team members to buy AO hammocks, coffee, T-shirts, mugs, etc.

Return Passports & Wallets: Retrieve locked passports and wallets and return them to team members.

Laundry Cut-off Time: Announce the final deadline for submitting laundry to the crew.

Final Boat Meal: Confirm time: [Insert Time].

Bus Water Supplies: Ensure water bottles are loaded onto the bus:

1 bottle per person if heading directly to the airport.

2 bottles per person if heading to the hotel.

2. Miscellaneous & Departure Checklist

Worship & Reflection

- Rail Time (Optional): Set aside a special time of worship and praise standing at the boat rails, reflecting on God's call on everyone's life. *(Best done on the clearest night during the trip, but works well on the return journey).*

Team Photos & Communications

- Team Photo: Take an official team photo on the boat.

- Email a copy to Sarah Nelson at sarahn@amazonoutreach.org.
 - Text the photo to Sarah Nelson at 214-577-8730.
- Favorite Memories: Ask each team member to pick a favorite memory and either text it or text a picture of their journal entry to Sarah Nelson at 214-577-8730.
- Photo Sharing Plan: Establish a shared drive (Google Drive, Dropbox, etc.) so team members can share photos with one another.

Luggage, Packing & Cleanup

- Collect Crew Tip: Collect team tips for the crew/translators (*Suggested: \$50 per person, but any amount is appreciated*).
- Consolidate Luggage: Consolidate checked bags and tear off all old airline baggage tags.
- Donation Area: Designate a specific spot (recommended: under the stairs) for donated luggage, village shoes, and extra supplies.
- Marking Beams: Provide Sharpies for team members writing their names on cross-beams (*Remind team: write ONLY on cross-beams, NOT on columns or ceilings*).
- Organize Boat Spaces: Help clean and organize closets and the pharmacy area before departing.
- Check for Commonly Left Items: Remind everyone to double-check for the top 3 most-forgotten items:
 1. Phone chargers
 2. Village shoes
 3. Clean/dirty laundry
- Accountability Groups: Pre-assign travel accountability partners for the return flights.
- Bug Spray: Remind everyone to continue using DEET, even while in Manaus.

3. Jacaré (Alligator) Hunting Excursion

- Planning: Coordinate with the Captain in advance for the best location and night.
 - *Schedule Tip: Skip the debrief session on Jacaré night and push it to the following day.*
- Safety Disclaimer: *AO has safely conducted Jacaré hunts for over 24 years, but these are wild animals. Participation is at your own risk.*

Safety Rules:

- Wear DEET repellent.
- DO NOT bring cell phones on the speedboats.

- Wear a life jacket at all times.
- Wear shoes in case a Jacaré gets loose in the speedboat.
- Wash hands thoroughly with soap after holding a Jacaré.
- DO NOT kiss the Jacaré.

Logistics:

- Organize speedboats with 7 Americans and 1 translator per team.
- Instruct teams to wait on upper decks until called down to the 1st floor for loading.

4. River Swimming Rules

- Captain's Approval: Swimming is strictly prohibited without explicit permission from the Captain. Coordinate in advance for safe locations.
- Safety Disclaimer: *AO teams have safely swum in the Amazon for over 24 years, but participation is at your own risk.*

Safety Rules:

-  NO DIVING: Submerged trees and rocks are present throughout the river.
-  DO NOT STAND ON THE RIVER BOTTOM: If swimming near the bank, use noodles or life jackets to float. Do not put feet down due to risk of broken glass, metal, or stingrays.
-  NO DUNKING OR WRESTLING: Inhaling river water can cause serious illness.
-  INJURIES: If anyone receives a cut or scrape, they must exit the water immediately.

5. Pink River Dolphin Swim Instructions

- NO SUNSCREEN: Do not apply sunscreen prior to getting in the water with the dolphins (it harms their skin/eyes).
- Towel: Bring a towel with you from the boat.
- Body Position: Keep your legs together/closed in the water to avoid getting struck by a dolphin's tail when its back is turned.

6. Serving the Crew (Appreciation Night Ideas)

- Advance Notice: Inform the cooks in advance about the special appreciation meal.
- Decorations: Set up special table decorations if available.

- Table Setup: Arrange tables into one long banquet-style row.
- Gift Bags: Consider using leftover team supplies to make gift bags for the Brazilian team (*consult with the lead translator on appropriate items*).
- Excess Food: Offer any remaining unserved food packs to the crew.

Event Flow:

1. Welcome: High-five, whistle, and cheer for crew members as they enter the dining deck.
2. Seating & Service: Escort them to their seats and serve them food and drinks at their tables.
3. Recognize Groups: Introduce and publicly thank each group:
 - Missionaries
 - Cooks & Laundry Staff
 - Boat Crew
 - Translators
4. Team Spokesperson: Designate one team leader/member to express official appreciation on behalf of the team.
5. Give Gifts: Present gifts (*only if planned in advance and if there are enough for every crew member*).
6. US Team Meal: The US team eats *after* honoring and serving the crew.
 - *Pizza Night Rule*: If eating pizza, instruct the US team to take only 2 slices on their first pass to ensure everyone receives enough food.
7. Cleanup: Team members help wash and dry all dishes afterward.

7. Souvenir Shopping Instructions

- Mission Impact: Purchases of boat souvenirs directly support the annual AO Translator Training Fellowship.
- Shopping Stops:
 - "Stuckey's": Small market stop where you can feed river monsters.
 - "Buc-ee's": Larger market area with local monkeys.
- Bargaining: Do not bargain or haggle prices. This is the vendors' livelihood and prices are already very reasonable.
- Vendors & Payment: Vendors belong to the same family network, but you must pay each table/vendor individually for their items.
- Price Comparison: Feel free to browse across vendors to find the best price on identical items.

- Currency Conversion: Divide the price in Reais (BRL) by 5 to calculate the approximate cost in US Dollars (\$ USD).
- Assistance: Translators will be available to help with conversions and questions.
- Footwear: Boat shoes/sandals are permitted at souvenir stops.
- Packing Warning: All souvenir weapons (arrows, knives, blow-dart guns, spears) MUST be packed in checked luggage.

8. Hotel Instructions (If Applicable)

Check-In & Power

- Passports Ready: Keep passports accessible in case required at check-in.
- Forms: If hotel forms are required, fill in only printed name, email, and signature.
- Team Leader First: Let the team leader check in first so you can record team room numbers.
- Room Power: Insert key cards into the wall slot inside the door to activate room power. (*Tip: Insert any generic plastic card into the slot to keep the AC running while away from the room*).
- Air Conditioning: Use the remote to set the AC (21°C = 70°F).

Room Guidelines & Safety

- Phone & Wi-Fi: Use free Wi-Fi for WhatsApp calls. To call another room, dial the room number directly on the room landline phone.
- Minibar & Amenities: Snacks and drinks in the room/fridge incur extra charges. Report any consumed items to leadership before checkout.
- Valuables: Keep passports secured inside the hotel room.
- Street Safety: Keep phones and wallets secured, and stay alert for pickpockets in crowded areas.
- Walking Option (Tropical Beach Walk):
 - If walking to the beach near the Tropical Hotel, walk as a group accompanied by a translator.
 - Allow 30 minutes each way and bring water.
- Bug Spray: Continue using DEET while in Manaus.

Overnight Hotel Stay Schedule

- Breakfast: Served in the hotel at [Insert Time].

- Lobby Departure: Assemble in the lobby at [Insert Time] to load the bus for the airport.