



UNITED STATES
SERVAS, Inc.

1125 16th Street - Suite 201 - Arcata, California 95521-5585
Tele: 707.825.1714 Fax: 707.825.1762 Email: info@usservas.org
www.usservas.org

Open Doors for Travelers to Homes and Hearts in More Than 130 Countries

Dear Friend,

We are happy to learn you are interested in becoming a Servas **host**. You will join a diverse group of individuals who want to promote peace and inter-cultural understanding through person-to-person encounters.

We ask each host household for an annual, tax-deductible, voluntary contribution of \$40, which goes toward the cost of our publications and mailings. Larger contributions are very welcome. **Whether or not you pay a host registration fee has absolutely no impact on your hosting application or status.**

Please read the Host Pledge at the end of the application form carefully and also the informational brochure if you have received it with your materials (not sent with application packets that are emailed). If you are willing to comply with the pledge, you are invited to apply as follows:

1. Complete the **Host Application Form** following the enclosed instructions (or fill out the online form found at <http://usservas.org/hostapp/>). Make one copy of the form or print one copy of the online form.
2. Contact one of our volunteer interviewers to schedule a meeting, usually lasting up to two hours. Please go to our website at <http://usservas.org/interviewers.html> for a current list of interviewers.
3. Take to the interview your Host Application and one copy.

If the interviewer feels that you understand and agree with Servas principles and that both you and Servas travelers will benefit from your participation, your membership will be approved and signed. Send your counter-signed application along with your check or money order contribution to the US Servas national office for processing at:

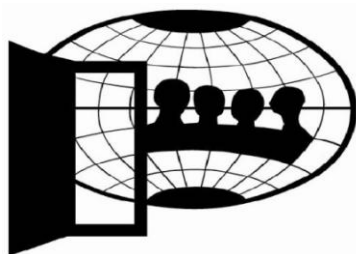
US Servas
1125 16th St Suite 201
Arcata, Ca 95521-5585

Upon receipt of your approved application, you will be sent a host handbook, which explains in detail the host/traveler relationship.

Your interviewer will use the copy of your application to refer travelers to you until you are listed. The US Servas Host List is printed in the Spring of each year. There are usually several Supplements to it printed each year as well if you do not make it into the annual Host List. You **must** renew your membership each autumn to remain on the list.

The Servas Staff

Fostering understanding of cultural diversity through a global person-to-person network promoting a more just and peaceful world



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Host Application Instructions

Below are guidelines for each numbered item on the Host Application form.

MEMBERSHIP INFORMATION

The \$40 annual voluntary contribution helps to pay for administrative expenses, production of the host list, national and international Servas newsletters and other mailings and projects. Servas is funded entirely by members' contributions and fees! If you cannot make the suggested contribution, lesser contributions are accepted. Larger contributions are especially appreciated.

Our goal is for Servas to reflect the broad spectrum of United States residents. Please recommend us to your friends and colleagues, especially to people from diverse ethnic and economic groups and to those who are physically challenged.

Servas is international, interracial, and interfaith (see host pledge at the bottom of the form).

HOST INFORMATION

Note: If you are filling out the form online, follow the instruction provided under "become a host".

When completing the form, keep in mind that your potential Servas guests may not read English as their first language. Use simple, easy to understand English.

Household Members: Include yourself and ALL other individuals in your household. Do not include pets. Attach a separate sheet if you need more space.

Address: Please include your full address. If you choose to omit your street address from the host book, please still include it on the form for our records. If you have two places of residence, please fill out an additional form. You may skip the "about the host" section on the second application, however you may wish to include a different "why visit" statement.

Contact Info: Indicate the phone numbers (including home, work and cell), fax numbers and email where travelers can reach you. Please also check any applicable boxes regarding the type (home/work/cell and voice/fax), as well as usage (Office use only/Publish in Host List).

Area Description: This space is intended to give travelers a sense of the country's geographic diversity. Indicate how many miles (including compass direction) you are from the nearest city that can be found on a map easily.

Languages: List all languages you speak, including American Sign Language, with some ability or fluently and check the box that best reflects your level of fluency.

Accommodations: There are two hosting options: Regular 2 Night Host and Day Host only. If you are a regular overnight host, be sure to indicate how many persons you can host.

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Extended Visit Possible: Check the box if travelers can inquire about a possible extended visit and/or list the number of days above the normal two that they can stay.

Hosting Physically Challenged Travelers: Please read the following information and, with this in mind, inspect the parts of your home that a physically challenged traveler would need to use (especially the bathroom). Then decide which type (s) of physically challenged travelers you can host and indicate accordingly. The codes in our listings related to physical challenges are:

H - Hearing Impairment – includes all degrees of impaired hearing up to full deafness. Some hearing impaired people can hear to a limited extent, often with electronic hearing aids. Hearing impaired travelers do not require special housing arrangements, however expect to make the extra effort to communicate.

V - Visual Impairment – includes all degrees of impaired vision up to full blindness. Vision impaired travelers do not require special housing arrangements. Expect to guide your visitor around your home at first and describe things (including the layout of the food at mealtimes) until s/he learns where everything is.

M – Mobility Impairment – includes travelers who use a cane or crutches and can do nearly everything, but excludes, in this instance, wheelchair travelers. If your home has no more than one step and is at ground level or is accessible by elevator or ramp, and has no other movement restrictions you can easily host a mobility-impaired visitor.

W – Wheelchair Accessible – includes all wheelchair users – paraplegics, quadriplegics, and amputees. Wheelchair travelers need unblocked access to your home. Some wheelchair travelers can negotiate a single step such as a curb, but most need a completely flat or ramp access. Narrow doors (less than 30” wide), especially the bathroom door, are a serious obstacle. Please check your doors before checking this box!

D – Guide Dogs Accommodated – Guide dogs are employed by some hearing, vision, and mobility-impaired people to help them get around independently. Guide dogs are not pets; they are working professionals, so if your building does not allow pet dogs they still should allow guide dogs (Americans with Disabilities Act).

Special Information: Please indicate any special information that your traveler should know about by checking the boxes or writing in the space provided (e.g. if you have any dietary restrictions). The following codes will appear in the list for the items you check: Sleeping Bag Advisable (SBA), Sleeping Bag Necessary (SBN), Smoking OK (SOK), No Smoking Inside (SNI), No Smoking at All (SNO), Hosts Smoke (SHS), for host’s pets a “P” followed by either a “D”(og), “C”(at), or “B”(ird) eg. Dog & Cat = P(DC), and Want More Travelers (WMT).

How to contact me: Indicated how much advance notice you need. **You will receive more travelers if you list an email as your contact option and list less than 4 days notice.** (0 days notice will appear in the host list with the abbreviation: NPNR for “No Prior Notice Required”).

Vacation: If you have plans to go on a vacation for a long period of time, you may wish to note it in your host listing. Fill out the “No hosting” field under the accommodation details.

Interests: List what you like to do or discuss with travelers (e.g. attend community meetings, the peace movement, organic farming, chess or animals). Be specific so that travelers will have a real sense of you, but lump similar activities together (such as “outdoor activities”). Remember that space is limited, so if you don’t edit we may have to.

Countries Traveled to: Condense 3 or more countries you have traveled through into regions (e.g. W Europe, S Pacific, etc.)

Countries Lived in: Same as above.

Organizations you might like to discuss with travelers: Limit to the four (4) most important to you and don't abbreviate. Write "professional" rather than list all job-related organizations.

Why Visit: This is your chance to describe what about yourself and/or your area you would most like to share with your travelers and to attract those travelers you would most like to host. You can be creative, but please be brief and avoid repeating what you have said elsewhere.

Notes to Travelers (Directions): Please explain how travelers can get to you or your area by public transportation and/or if you are willing to pick them up at a nearby train station, airport, etc. If you are not reached by public transportation and cannot pick up, please do not list long driving directions, as we cannot fit them (could say instead "call for directions"). *Please note that you will receive more travelers if you are willing to help with pick up.* Other limitations or special circumstances may be noted here.

Servas Host Lists are to be used only by approved Servas Members for their intended purpose. Using the lists for any other purpose (e.g. commercial gain) may result in the immediate termination of your Servas membership and possible litigation.



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Office Use Only

Received: _____

Entered: _____

Donation: _____

Check #: _____

Welcome: _____

Host Application Form

For new and renewing United States Servas Hosts

Please choose what type of host you would like to become: *(select one)*

- I would like to be a **Regular 2 Night Host**
- I would like to be a **Day Host Only**
- I cannot be a host this year, but would like to support US Servas

1. Household Members: *(Please list every individual and do not list pets.)*

First Name	Last Name	Gender	Year Born	Occupation	is/was US Servas traveler
_____	_____	M / F	_____	_____	<input type="checkbox"/>
_____	_____	M / F	_____	_____	<input type="checkbox"/>
_____	_____	M / F	_____	_____	<input type="checkbox"/>
_____	_____	M / F	_____	_____	<input type="checkbox"/>
_____	_____	M / F	_____	_____	<input type="checkbox"/>

2. Address: _____

Street	City	State	Zip
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Omit street address line from host book. (Please still include street address on form for our records)

Mailing address is the same as physical address. If not:

Mailing Address: _____

Street / Box No.	City	State	Zip
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3. Contact Info: *(include area code with phone #)*

Email:

_____@_____

Publish in Host List / Office Use Only

_____@_____

_____@_____

Phone:

Home / Work / Cell

Voice / Fax

Office use only / Publish in Host List

_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
-------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
-------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
-------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

4. I prefer receiving correspondence from the US Servas office via: *(please choose a method)*

- Email (Faster, easier, saves resources, and reduces postage. Thank you! from the board and staff)
- Fax
- US Mail only

5. Languages Spoken

Language	Fluency: High / Med / Low	Language	Fluency: High / Med / Low
_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

6. General Location: We are _____ miles _____ of _____
 Example: We are 5 miles North of San Francisco, CA.

7. Accommodation details

WANT MORE TRAVELERS!

Maximum Persons: I can accommodate up to _____ persons at one time subject to sleeping arrangements.
 Families especially welcome

Extended visit: Travelers may inquire about staying _____ extra days

Accommodate disabilities: Hearing, Vision, Guide Dog, Cane/Walker/etc, Wheelchair

Host's Pets: Dogs, Cats, Birds, Other _____

Sleeping Bags: Not Needed, Advisable, Necessary

Smoking: Hosts smoke in house, Smoking OK, No inside smoking, No smoking at all

Days advance notice: _____ Days Required, _____ Recommended

No hosting: _____ to _____

Notes to Travelers: _____

8. About the host/s

Interests (be specific): _____

Traveled in: _____

Lived in: _____

Member of: _____

Like to Discuss: _____

Why Visit? (Please describe what you would most like to share with travelers about you and your area (200 chars max): _____

Private Notes --- Anything US Servas should know about your responses or related matters
(will not be published in the Host List):

9. In 2008, I hosted Servas travelers _____ times

10. Interview: (all new host applicants require a personal interview, contact the National Office or go to our website to find an interviewer)

I am a renewing host, I was interviewed by: _____ on _____
Please Print

Interviewer Signature

NOTE: Interviewer may sign here or contact the office for approval

All Hosts 18 and older must read the US Servas Host Pledge and sign below

I/We understand and subscribe to the goals of Servas, which are to promote peace, the unity of humankind, and mutual understanding of the cultures, outlooks, and problems of the people of the world. I/We will accept Servas travelers of any race, creed, sexual orientation, or nationality, and seek to have a meaningful visit with them. Host List information is to be used only by approved Servas members for its intended purpose. Using the Lists for any other purpose (e.g. as a mailing list) is grounds for the immediate termination of Servas membership and possible litigation.

_____ Signature	_____ Date
_____ Signature	_____ Date
_____ Signature	_____ Date
_____ Signature	_____ Date
_____ Signature	_____ Date

Support Servas with a tax-deductible donation!

I want to make a voluntary registration donation of \$40, \$50, \$75, \$100, Other: \$ _____

I will pay via: PayPal
 Emailing / calling the office with credit card details
 Postal mailing a check or credit card details

I would like to receive a copy of the 2009 US Host Book by: (select any)

- Email PDF (Faster, easier, saves resources, and reduces postage. Thank you! from the board and staff)
- US Mail