



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 **traveler**. You will join a diverse community working to promote peace and intercultural understanding through person-to-person encounters. To travel with Servas, please apply at least three (3) weeks in advance of your departure date. Refer to *Servas International - Host List Statistics* for a complete list of participating countries, the number of hosts in each, and when the lists were last updated.

Please read the enclosed *Responsibilities of Servas Travelers* carefully. If you are willing to meet Servas' expectations, you are invited to apply as follows:

- 1) Each adult (aged 18 or over) who wishes to visit Servas hosts must complete a *Letter of Introduction* (complete one per traveler). For the essay section, follow the directions and write in short, simple sentences so someone with a limited understanding of English can read it easily.
- 2) Attach a small, passport-sized photograph to the upper right-hand corner of your completed Letter of Introduction and make two photocopies, one for your interviewer and one for the office files.
- 3) Collect two brief Letters of Recommendation for each adult traveler, prepared by people who know you well (colleagues, employers or a previous host family- not family members, please.) Your references may choose to write a free-style letter or they may complete the attached form (in this case, print an extra copy). Recommendations should be signed and include their address and telephone number.
- 4) Each adult traveler (aged 18 or over) is required to pay an annual membership fee of \$85. Children seventeen years old and younger may travel free with their parents.
 - a) In addition, a refundable deposit is required for the loan of Servas host lists. The deposit is \$25 for each set of up to five single country or regional host lists (e.g. \$50 for 6 to 10 lists, \$75 for 11 to 15)
 - b) Your deposit will be promptly refunded to you when you return the host lists and complete a Travel Report after returning from your trip.

Contact one of our volunteer interviewers to schedule a meeting, usually lasting up to two hours. Please refer to our website or contact the office to find the US Servas interviewer closest to you.

- 5) Take to the interview:
 - a) Your completed Letter of Introduction with photo attached and two copies.
 - b) Your two free-hand Letters of Recommendation or two completed recommendation forms.
 - c) One check or money order for the total membership fee plus deposit. No cash, please.

If the interviewer feels that your travel plans are compatible with Servas membership, that both you and Servas hosts will benefit from your participation, and that you understand the goals and philosophy of Servas, your Letter of Introduction will be approved and signed. The interviewer will send your materials and payment to the national office for processing.

If you have any questions or difficulty reaching an interviewer, please do not hesitate to contact us. You may begin writing to hosts and arranging your visits once you receive your validated Letter of Introduction and requested hosts lists.

In Peace,

United States Servas, Inc.

A Brief History of Servas

Over the past fifty years, dedicated peace-minded people have created the vital worldwide hospitality network known as Servas. Servas was initiated in 1948 by a conscientious objector to war who believed it was possible to build stronger foundations for world peace by helping concerned people to meet and learn from each other and to recognize that we all belong to one world family. For years, many had been cut off by political and military barriers. A devastating war had also created many psychological and economic barriers.

Volunteers were first found in countries of northwestern Europe who gathered lists of people who could offer free hospitality to approved foreign travelers. It was hoped that, by traveling in the open-door style, people would build links between groups and individuals seeking a peaceful and just society.

A group of leaders from several pacifist organizations in England gave sound roots to the hospitality system, which was known by several names: Peacebuilders, Work-Study-Travel, and Open Doors. Meanwhile a dedicated Gandhian and Quaker woman in California, "Grandma" Esther Harlan, created the even more extensive hospitality system in North America—using only correspondence to compile a roster of people identified as potential Peace Builders. Within a few years, the movement had taken root in a number of other countries.

Lists were circulated of those willing to open their doors to travelers within the system. Early US hosts included leaders in race relations, Quaker, Jewish, Protestant and Catholic leaders, leaders of cooperatives, peace leaders and village rehabilitation workers. Though a peace-oriented organization, it has never excluded non-pacifists; it has, in fact, welcomed travelers in uniform. From these humble beginnings Servas has reached out to people all over the world, driven entirely by the efforts of concerned volunteers.

The name **Servas**—meaning "serve" in Esperanto—was later adopted to denote the spirit of international mutual service which characterizes this movement. Today, with hosts in more than 130 countries Servas has become a global program of over 14,000 member hosts and thousands of travelers... and continues to grow. Volunteer national committees have compiled lists of hosts in countries of every form of government and provided bridges of understanding between people of every profession and persuasion.

Though started by pacifists, we have never rejected anyone because of other ideologies: open mindedness and a commitment to cooperation are the only criteria. Since 1973 Servas International has been recognized as a Non-Governmental Organization (NGO) registered with the United Nations Economic and Social Council (ECOSOC).

As it has grown Servas has become more inclusive, rather than exclusive, but it has never relinquished its goal of striving for world peace by providing opportunities for people of all cultures, races and backgrounds to meet and share their mutual concerns. *Join us!*

RESPONSIBILITIES OF SERVAS TRAVELERS

Over the past fifty years, our members around the world have enjoyed the art of hosting visitors in the Servas way. The system works remarkably well, but only when travelers remember to do the following:

1. AVOID MISUNDERSTANDINGS BY LEARNING SERVAS PROTOCOL...

Host lists provided by US Servas are in English and are prefaced with important local rules for visiting Servas hosts. Your interviewer can provide more details but, as a minimum, Servas protocol includes the following “DOs” and “DON’Ts:”

- DO contact hosts well in advance and include a copy of your Letter of Introduction.
- DON’T call before 8 am or after 10 pm, call hosts collect, or expect hosts to return your long-distance call at their expense.
- DO confirm arrangements before arriving and notify your hosts if your schedule or your arrival time has changed.
- DON’T request more than a 2-night stay; the visit may be extended later at the host’s express invitation (EVP or LS codes).
- DO make sure all your travel companions (18 and older) are valid Servas members, each with their own Letter of Introduction.
- DO take seriously your responsibility for getting to the host’s home...and getting there on time.
- DON’T assume your hosts will feed you. While some hosts will invite you to share meals with them, they are not obligated to do so.
- DO present your original Letter of Introduction to your hosts at the door when you arrive...before being asked.
- DO be polite and gracious, follow the rules of the house, and accept whatever sleeping and eating arrangements that are offered.
- DON’T make calls from your host’s telephone without first asking for permission...even local calls.
- DO consider carrying your own sheets or a sleep sack, in order to save hosts the trouble of doing extra laundry.
- DO spend time with your hosts—this is the central purpose of the visit! Make time to get involved and share your ideas.

2. LEARN ABOUT THE REGION...

Learning new things about other cultures is a driving force behind Servas. A prerequisite to any trip is familiarization with the customs and cultures, history and governance of the places you will visit. Consider seriously what you hope to learn on your trip. One idea is to read a novel set in the country you will be visiting or one that is written by a native author.

3. GIVE BACK TO YOUR HOSTS...

Take every opportunity to thank Servas hosts for their hospitality in whatever ways you can: help prepare a meal, treat your hosts to a meal out, or bring a small souvenir from home. Find out what household chores you can help with. After returning home, send your hosts a thank you note; add special hosts to your holiday card list.

The best way to thank your hosts is by being a model guest. Always ask before using a host’s telephone and reimburse them immediately for any calls made. Calling card accounts and prepaid calling cards are excellent ways around this problem.

Whatever you do, don’t be a burden to your hosts. You should always have the means to pay for your own transportation, food, and activities. You should also be prepared to pay for lodging elsewhere (a hotel or hostel) in case plans fall through and because you will occasionally need “down time.” Also be prepared for medical expenses or carry international insurance coverage.

4. GET INVOLVED IN YOUR HOSTS’ LIVES IN THE SPIRIT OF PEACE...

Servas offers you a unique opportunity to find out about a community from an insider’s point of view. Ask to accompany host families to work or to school. Find out if there are any local gatherings or cultural events you could attend with them.

Be sensitive and respectful of your host’s values and custom—especially where there are differences. If something offends you, find out if the root of the problem is cultural or individual and try to resolve things in a peaceful manner.

If Servas helped make your trip worthwhile, the best way to show your appreciation is to remain active in the organization. You could become a host or day host yourself, or volunteer locally for Servas. Tell your friends about Servas if you think they would make good hosts or travelers. If you are already involved with other peace organizations let them know about Servas, too!

5. MORE TIPS FOR THE TRAVELER...

- Make the effort to contact hosts living outside of major cities. Rural hosts typically have more time and want more visitors.
- Assume hosts are not involved with Servas for sexual reasons. Your conduct should be above reproach. In the unlikely event that a Servas member acts inappropriately, please report the incident quickly to that country’s national secretary for action.
- Have realistic expectations about the number of hosts you intend to visit. Why burden yourself with lists you may never use?
- Never divulge host information to non-members you meet on the road. Have them contact a local volunteer coordinator.
- Servas membership does not guarantee anyone the “right” to free hospitality. Servas hosts, on the other hand, do have the right to refuse a homestay request...even without an explanation. Be polite and understanding when a host, who finds it inconvenient to receive you, must say “No.”
- Remember that Servas has just one small office in the US; elsewhere, Servas is a completely volunteer-run organization and local Servas coordinators may not be available the day you call. Remember also that each Servas branch is autonomous.

Please take this set of guidelines along with you and refer to them on your trip.

Servas International – Host List Statistics, 2010

2/09/2010

Consolidated regional book key: A = Caspian Sea Region, B = Belgium & Luxembourg, C = Balkans, D = Baltic States, E = Black Sea Region, F = France, G = Spain, H = Near East, I = East Africa, J = North Africa, K = South Africa, L = West Africa, M = Indian Ocean Islands, N = Caribbean, O = Central America 1, P = Central America 2, Q = South East Asia, R = South Asia, S = South Pacific Islands

Listing Format: Country – (Consolidated book) – Number of hosts – Issue year for host book

<p><u>NORTH AMERICA</u> Canada 734 (09) Mexico 117 (09) USA 1589 (10)</p> <p><i>No. American Total: 2440</i></p> <p><u>EUROPE</u> Armenia (A) 2 (10) Austria 130 (08) Belgium (B) 286 (10) Belarus (D) 3 (04) Bos/Herz (C) 2 (04) Britain 524 (09) Bulgaria (E) 24 (06) Croatia (C) 20 (07) Czech Rep. 114 (09) Denmark 263 (09) Estonia (D) 18 (09) Finland 208 (08) France (F) 1341 (09) Georgia (A) 2 (10) Germany 1378 (09) Greece 19 (10) Hungary 142 (08) Iceland 7 (09) Ireland 84 (09) Italy 1909 (09) Latvia (D) 14 (04) Liechtenstein 1 (08) Lithuania (D) 14 (09) Luxemburg (B) 9 (08) Malta 3 (04) Moldova (E) 1 (08) Netherlands 233 (09) Norway 134 (10) Poland 379 (09) Portugal (G) 37 (09) Romania (E) 15 (06) Russia 84 (09) Serbia/Mont (C) 2 (03) Slovakia 42 (09) Slovenia 15 (10) Spain (G) 561 (09) Sweden 278 (10) Switzerland 228 (10) Turkey 210 (09) Ukraine (E) 18 (04)</p> <p><i>Europe Total: 8754</i></p>	<p><u>NEAR EAST</u> Israel 285 (09) Jordan 6 (09) Lebanon 1 (09) Saudi Arabia (H) 2 (05) U. Arab Em. (H) 10 (09)</p> <p><i>Near East Total: 304</i></p> <p><u>AFRICA</u> EAST AFRICA Ethiopia (I) 1 (07) Kenya (I) 7 (06) Tanzania (I) 3 (06) Uganda (I) 16 (09)</p> <p>NORTH AFRICA Egypt (J) 20 (09) Morocco (J) 35 (09)</p> <p>SOUTH AFRICA Botswana (K) 18 (10) Malawi (K) 26 (09) Namibia (K) 1 (06) S. Africa (K) 64 (10) Zambia (K) 15 (09) Zimbabwe (K) 16 (06)</p> <p>WEST AFRICA Cameroon (L) 13 (08) Congo/Brazzaville 18 (09) Congo/Kinshasa 11 (09) Gambia (L) 27 (03) Ghana (L) 22 (05) Nigeria (L) 25 (09) Senegal (L) 33 (09) Sierra Leone 14 (09) Togo (L) 40 (07)</p> <p>INDIAN O. ISLANDS Madagascar (M) 1 (09) Mauritius (M) 6 (08) Reunion (M) 44 (09)</p> <p><i>E. Africa Total: 27</i> <i>N. Africa Total: 55</i> <i>S. Africa Total: 140</i> <i>W. Africa Total: 203</i> <i>Indian O. Total: 51</i> <i>Africa Total: 476</i></p>	<p><u>CARIBBEAN</u> Barbados (N) 1 (03) Bermuda (N) 1 (09) Cuba (N) 23 (06) Gdeloupe (F)(N) 11 (09) Haiti (N) 10 (03) Jamaica (N) 1 (03) Martinique (N) 1 (09) Nlnds Antilles 17 (06) Trinidad/Tobago 2 (10)</p> <p><i>Caribbean Total: 67</i></p> <p><u>C. AMERICA</u> Costa Rica 91 (09) Guatemala (O) 27 (08) Honduras (O) 36 (09) Panama (O) 17 (09) Nicaragua (P) 14 (08)</p> <p><i>C. America Total: 185</i></p> <p><u>S. AMERICA</u> Argentina 264 (09) Bolivia 20 (10) Brazil 175 (10) Chile 27 (09) Colombia 66 (09) Ecuador 47 (09) F. Guiana (F) 3 (09) Paraguay 13 (09) Peru 97 (09) Surinam 25 (10) Uruguay 81 (09) Venezuela 45 (10)</p> <p><i>S. America Total: 863</i></p> <p><u>SOUTH EAST ASIA</u> Cambodia 1 (09) Indonesia (Q) 43 (09) Laos (Q) 2 (06) Malaysia (Q) 41 (08) Myanmar (Q) 1 (07) Philippines (Q) 24 (06) Singapore (Q) 16 (10) Thailand (Q) 72 (09) Vietnam (Q) 5 (10)</p> <p><i>S. E. Asia Total: 205</i></p>	<p><u>SOUTH ASIA</u> Bangladesh (R) 18 (04) Bhutan 5 (03) India 738 (09) Kazakhstan 15 (09) Kyrgyzstan 33 (09) Nepal (R) 68 (09) Pakistan 227 (09) Sri Lanka (R) 36 (07) Uzbekistan 12 (09)</p> <p><i>South Asia Total: 1152</i></p> <p><u>FAR EAST</u> China 20 (10) Hong Kong 24 (07) Japan 308 (09) Mongolia 1 (09) South Korea 268 (09) Taiwan 134 (09)</p> <p><i>Far East Total: 755</i></p> <p><u>SOUTH PACIFIC</u> Australia 597 (10) N. Zealand 337 (10)</p> <p>S. PACIFIC ISLANDS Fiji (S) 2 (06) N Caledonia (F)(S) 6 (09) Samoa 44 (00) Tahiti (S) 2 (08)</p> <p><i>S. Pacific Islnds Total: 54</i> <i>S. Pacific Total: 988</i></p> <p>Worldwide Total: 16,189</p>
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Membership Rates & Express Service Fees

Membership Rates

PROGRAM	RATE	HOST LIST DEPOSIT AMOUNT
Travelers		
International Traveler	\$85.00 per adult*	\$25.00 (for every 5 lists)
International Traveler 2 nd year with continuous membership (interview waived every other year) ("TRP")	\$75.00 per adult	\$25.00 (for every 5 lists)
Two year International Traveler	\$150.00 per adult every two years	\$25.00 (for every 5 lists)
Domestic Traveler	\$50.00 per adult	\$15.00 (US list only)
College Student Domestic Traveler**	\$25.00 per student***	\$15.00 (US List)
Hosts		
Regular Host	Approx. \$40.00 per household (suggested donation)****	N/A
Day host	Approx. \$40.00 per host (suggested donation)	N/A
Peace Links	Contact office	N/A
Contributors	\$40.00 (suggested donation)	N/A
"One Free Host-to-Host Visit" Coupon (accepted only in the US)	free (limit one per year)	

*Children under 18 travel free with a member parent or guardian.

**Applies to all U.S. college students or foreign students enrolled in U.S. colleges who are 18 years of age or older.

***Student travel rate is valid only for travel within the United States.

****Please note that the host donation is strictly voluntary and is tax deductible.

Express Service Fees

Traveler packets are normally sent out first class priority mail at no extra cost. If express mail is needed, it must be requested and the following additional fees apply (subject to change.)

Type of express shipping	Letter of introduction only	1-5 lists	6-10 Lists	>10 lists
USPS Express Mail (2-3 days)	\$24.00	\$28.00	\$42.00	\$49.00
FedEx* (by 3 PM next business day)	\$29.00	\$41.00	\$50.00	\$59.00
FedEx (next business morning)	\$39.00	\$51.00	\$60.00	\$69.00
FedEx (Saturday delivery)	\$39.00	\$51.00	\$60.00	\$69.00

* Please note that FedEx requires a telephone number and street address. Travelers with a post office box must use USPS Express mail for expedited delivery.



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**LETTER OF RECOMMENDATION
IN SUPPORT OF AN APPLICATION FOR SERVAS MEMBERSHIP**

To the Traveler: If you opt to use this form, please also give a copy of 'A Brief History of Servas' to your reference.

Two references are required. Please make a copy of this form.

Name of Traveler: _____ Work Telephone: (____) _____

Home Address: _____ Home Telephone: (____) _____
Street, PO Box, Apt. # City, State Zip

Dear Friend: After reading "A Brief History of Servas" on the reverse, please help us in evaluating this applicant's potential for benefiting from and contributing to a Servas exchange by providing the following information. Please sign the form and include your name and a telephone number where you can be reached. Feel free to call the US Servas office with any questions.

Name of Reference: _____ Occupation: _____

Home Address: _____ Home Telephone: (____) _____
Street, PO Box, Apt. # City, State Zip

Work Address: _____ Work Telephone: (____) _____
Street, PO Box, Apt. # City, State Zip

RECOMMENDATION LETTER

1. What is your relationship to the applicant? When and how did you first meet this person?

2. How reliable is s/he in meeting commitments?

3. How sociable is this person upon meeting people for the first time? What is her/his attitude toward new experiences?

4. Under what circumstances is s/he helpful as a house guest?

5. How does s/he handle disagreements?

6. What other information should we consider in evaluating her/his application?

7. Do you have any hesitation about recommending the applicant as a Servas Traveler? If "yes," please explain in detail on a separate piece of paper.

THANK YOU VERY MUCH FOR YOUR HELP

Please complete and sign this form and return it to the applying traveler.

Your Signature: _____ Date: ____/____/____



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Attach
2" x 2" Passport Size
Photograph
Here

INTERNATIONAL LETTER OF INTRODUCTION
for Servas Travelers visiting hosts in the United States and abroad

*Fill out one Letter of Introduction per adult traveler.
Present this to your host upon arrival without being asked.*

First Name: _____ Last Name: _____ Date of Birth: ____ / ____ / ____

Gender: **M / F** Occupation: _____ Email: _____

Passport Number: _____ Country of Issue: _____

Permanent Address: Street address: _____ City State Zip: _____ Phone: () _____	Current Mailing Address (if different): Street address: _____ City State Zip: _____ Phone: () _____
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Languages Spoken: _____ Who else is traveling with you? _____

Countries where you will seek Servas visits: _____

Are you a Servas host? **Y / N** When? _____ Have you ever been a Servas traveler? **Y / N** When? _____

In an emergency, please contact: Name: _____ Phone: () _____

Please describe yourself to potential hosts. In plain words describe your: 1) background and previous travel; 2) learning goals for your travels and how they relate to the purposes of Servas; 3) interests and hobbies; 4) previous Servas experiences, if any; 5) involvement with any other peace and social justice efforts, and 6) other volunteer activities. **TYPE OR PRINT NEATLY.** Use space on the back if necessary.

I understand that the purposes of Servas are to promote peace, the unity of human kind, and the mutual understanding of the cultures, outlooks, and problems of the people of the world. I will do my part to further these purposes in my visits. **I also understand** that all host information provided to me, whether in print form or any type of electronic format, is to be used by approved Servas members only and remains the property of Servas. Using the host lists for any purpose other than that for which they are intended will result in the immediate revocation of Servas membership and possible litigation. I understand that I am simply borrowing the Servas host lists. All lists, whether in print form or any type of electronic format, are to be returned (printed) or deleted (notice of electronic files being deleted from your computer must be received in writing) by no later than **one month after the expiration date of this letter**. If not, I understand that my entire deposit will be forfeited.

Letter not valid
without Servas
International
Stamp placed here

EXPIRES ON:
office use only

Traveler's Signature: _____ Date: ____ / ____ / ____
Signature Printed Name

Interviewer Information		
Approved by: _____ <small>Signature</small>	Printed Name _____	Interview date: ____ / ____ / ____
Address: _____ <small>Street, P.O. Box, Apt. No.</small>		() _____ <small>City, State Zip+4 Phone Number</small>



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Attach
2" x 2" Passport Size
Photograph
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DOMESTIC LETTER OF INTRODUCTION
for Servas Travelers visiting hosts in the United States only

*Fill out one Letter of Introduction per adult traveler.
Present this to your host upon arrival without being asked.*

First Name: _____ Last Name: _____ Date of Birth: ____ / ____ / ____

Gender: **M / F** Occupation: _____ Email: _____

Passport Number: _____ Country of Issue: _____

Permanent Address: Street address: _____ City State Zip: _____ Phone: () _____	Current Mailing Address (if different): Street address: _____ City State Zip: _____ Phone: () _____
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Languages Spoken: _____ Who else is traveling with you? _____

Are you a Servas host? **Y / N** When? _____ Have you ever been a Servas traveler? **Y / N** When? _____

In an emergency, please contact: Name: _____ Phone: () _____

Please describe yourself to potential hosts. In plain words describe your: 1) background and previous travel; 2) learning goals for your travels and how they relate to the purposes of Servas; 3) interests and hobbies; 4) previous Servas experiences, if any; 5) involvement with any other peace and social justice efforts, and 6) other volunteer activities. **TYPE OR PRINT NEATLY.** Use space on the back if necessary.

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Domestic
Stamp No.

EXPIRES ON:
office use only

Traveler's Signature: _____ Date: ____ / ____ / ____
Signature Printed Name

Interviewer Information		
Approved by: _____ <small>Signature</small>	_____ <small>Printed Name</small>	Interview date: ____ / ____ / ____
Address: _____ <small>Street, P.O. Box, Apt. No.</small>	_____ <small>City, State</small>	_____ <small>Zip+4</small> () _____ <small>Phone Number</small>



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Attach
2" x 2" Passport Size
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DOMESTIC STUDENT LETTER OF INTRODUCTION
for Servas Travelers visiting hosts in the United States only

*Fill out one Letter of Introduction per adult traveler.
Present this to your host upon arrival without being asked.*

First Name: _____ Last Name: _____ Date of Birth: ____ / ____ / ____

Gender: **M / F** Occupation: _____ Email: _____

Passport Number: _____ Country of Issue: _____

Permanent Address: Street address: _____ City State Zip: _____ Phone: () _____	Current Mailing Address (if different): Street address: _____ City State Zip: _____ Phone: () _____
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Languages Spoken: _____ Who else is traveling with you? _____

Are you a Servas host? **Y / N** When? _____ Have you ever been a Servas traveler? **Y / N** When? _____

In an emergency, please contact: Name: _____ Phone: () _____

Please describe yourself to potential hosts. In plain words describe your: 1) background and previous travel; 2) learning goals for your travels and how they relate to the purposes of Servas; 3) interests and hobbies; 4) previous Servas experiences, if any; 5) involvement with any other peace and social justice efforts, and 6) other volunteer activities. **TYPE OR PRINT NEATLY.** Use space on the back if necessary.

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Stamp No.

EXPIRES ON:
office use only

Traveler's Signature: _____ Date: ____ / ____ / ____
Signature Printed Name

Interviewer Information		
Approved by: _____ <small>Signature</small>	_____ <small>Printed Name</small>	Interview date: ____ / ____ / ____
Address: _____ <small>Street, P.O. Box, Apt. No.</small>	_____ <small>City, State</small>	_____ <small>Zip+4</small> () _____ <small>Phone Number</small>