

Full Gospel Assemblies

3018 E. Lincoln Hwy.
P. O Box 337
Parkesburg, PA 19365

Date

Church Ministry Name
Pastor / Director Name
Address
City, State, Zip

Dear Applicant,

Greetings to you in the name of our Lord and Savior, Jesus Christ.

We do thank you for your request for information regarding ministerial credentials and/or the affiliation of a church (or parachurch) ministry with the Full Gospel Assemblies. The enclosed ministerial and organization application information brochure is being provided for your review along with a ministerial and/or organization application form. For all questions and assistance in submitting an application form, please write to the above mailing address or contact our central office at (610) 857-2357.

May the blessing of the Lord be upon the ministry which He has entrusted in your hands. We pray He will guide and direct you in your service for Him.

We look forward to hearing from you.

God bless you,

Simeon Strauser

Pastor Simeon Strauser
Chairman

SJS/cas

Enc.

**Organizational
Application
for
Churches and Parachurch
Ministries**

Full Gospel Assemblies

Application for Organizational Recognition and Affiliation

The Application Procedure:

Phase One

1. **Application.** Submit application for Organizational Affiliation to central office of Full Gospel Assemblies Int., Credentials and Affiliations Committee. Mailing address: P. O. Box 337, Parkesburg, PA. USA 19365. All application information received through the application process is held in confidence.

2. **Application Review.** Application package will be reviewed by administrative staff for completion of all required documentation. Full Gospel Assemblies administrative staff will work with you to acquire complete application information and supporting documents.

Phase Two

3. Organization will be provided with a copy of the Full Gospel Assemblies Church Fellowship **Constitution and By Laws** for review.

4. **File Review.** Application files will periodically be reviewed for update on acquisition of application information and supporting documents by members of the Full Gospel Assemblies Credentials and Affiliations Committee and/or Executive Council.

Phase Three

5. **File Review.** Application file will be reviewed for determination for appropriate counsel and organizational recognition by members of the Full Gospel Assemblies Credentials and Affiliations Committee and/or Executive Council.

Phase Four

6. **Approved Applicants.** Full Gospel Assemblies administrative staff will work with the Board of Directors and elders of each Church or Para Church organization in completion of official welcome to the Church Fellowship.

Full Gospel Assemblies

3018 E. Lincoln Hwy.
P. O Box 337
Parkesburg, PA 19365

Organizational Application for Churches and Parachurch Ministries

Purpose: Application for recognition and affiliation with Full Gospel Assemblies for churches and parachurch ministries. Information is for evaluation of ministry, reporting church fellowship activity and updating church fellowship files. Full Gospel Assemblies reports annually to the U. S. Department of Internal Revenue Service, the Pennsylvania State Department of Revenue and the Yearbook of American & Canadian Churches.

Ministry Definition: Church Ministry. Organizations holding regularly scheduled worship services open to the public. Parachurch Ministry. All other Organizations offering ministry in support of the Church and community.

Application Administrative Costs:

Churches and Parachurch Ministries: \$150.00

Submit: Forward application to Full Gospel Assemblies, P.O. Box 337, Parkesburg, PA 19365. Application administrative cost contribution to be enclosed with completed application. All contributions to be made in US Dollars only. Ministries unable to make contribution or unable to acquire US Dollar transfers may forward application to Full Gospel Assemblies, Dept. of Missions, P.O. Box 337, Parkesburg, PA 19365 with letter of explanation.

Completion / Attachments: Incomplete reports may experience delays in processing.

Questions: Requests for assistance may be forwarded to mailing address or to the central office administrative offices at 610-857-2357. Mon-Fri. 9:00 - 3:00 EST.

Full Gospel Assemblies

Affiliation Application for Churches and Parachurch Ministries

1.

PRINT OR TYPE ALL INFORMATION

FILE _____

Date ____ / ____ / ____

1. Name and Address

Legal Name of Ministry: _____

Mailing Address: _____

Doing Business As Name (If Different than Legal Name): _____

Physical Address: _____

2. Contact

Contact Person: _____ Position: _____

Personal Phone: _____ Personal Cell Phone: _____

Ministry / Office Phone: _____ Ministry Fax Number: _____

Ministry E-mail Address: _____ Ministry Web Address: _____

3. Operation. USA Organizations

EIN Number: _____ - _____ State Sales Tax Number: _____ Issuing State: _____

4. Operation. All Organizations

Ministry origination date: _____

Ministry serves approximately: _____ Adults _____ Children

Property / Location: Ministry _____ Rents _____ Owns.

Insurance: Ministry is covered by _____ Property Insurance _____ Liability Insurance. Company Name _____

Incorporation: Ministry is incorporated. _____ Yes _____ No. If Yes, ministry is Incorporated in the State / Province of _____

Constitution / Charter: Governing instrument for ministry is a _____ Constitution and Bylaws _____ Charter.

Board Members: Number of persons serving as board members: _____

Employees and Volunteers: _____ Number of Employees _____ Number of Volunteers

5. Church Ministries: _____ Total Number of Pastors. Senior Pastor _____

Additional Staff Pastors: Name _____ Position _____

Name _____ Position _____

Name _____ Position _____

6. The Ministry. Check and Complete all that apply.

1. Membership. Churches

Membership. _____ Adults _____ Children _____ Total

2. Attendance. Churches

_____ Sunday Worship Service....Average Attendance

_____ Sunday School.....Average Attendance

_____ Weekly Bible Study.....Average Attendance. _____ Day of Week Held

_____ Other Events/Services.

Describe _____

Full Gospel Assemblies

7. Activities. All Organizations Check all that Apply.

Church Planting/Mission Churches.
 Number of affiliate or satellite congregations _____ Total Attendance _____
 (Churches with more than one congregation are to attach listing of all congregations. List to include physical address of congregation, name of pastor and number of individuals attending.)

<input type="checkbox"/> Street Evangelism	<input type="checkbox"/> Bible School / Adult	<input type="checkbox"/> Worship Services
<input type="checkbox"/> Prayer Meetings / Small Group Bible Study	<input type="checkbox"/> Singles Ministry	<input type="checkbox"/> Children's Ministry
<input type="checkbox"/> Teaching Services / Classes Seminars	<input type="checkbox"/> Prison Outreach Ministry	<input type="checkbox"/> Radio Ministry
<input type="checkbox"/> Senior Ministry	<input type="checkbox"/> TV Ministry	<input type="checkbox"/> Youth Ministry
<input type="checkbox"/> Other _____		

Financial Accounting. All Organizations. All applicant ministries shall be required to supply accounting report for last calendar year of ministry. Ministries formed in current calendar year shall supply report to date only. Ministries with internal record keeping systems with financial accounting, identification of assets, liabilities, revenue and expense calculations may attach such records. No transfer of calculations to financial accounting sections listed below will be required. Ministries without internal record keeping systems detailing all data requested are required to complete sections 8 - 13.

8. Balance Forward: Balance Forward as of December 31, _____ \$ _____

9. Current Assets:

General:		Property & Equipment:	
Cash on Hand	\$ _____	Open Land-FMV	\$ _____
Savings	_____	Facilities (Buildings)	_____
Certificates/Stocks	_____	Furniture	_____
Other _____	_____	Equipment	_____
Other _____	_____	Auto(s)	_____
		Other _____	_____
		Other _____	_____
		Total (A). Current Assets \$ _____	

10. Liabilities:

A. Short Term Liabilities: Describe and List Value

B. Long Term Liabilities: Describe and List Value

_____	\$	_____	\$	_____
_____		_____		_____
_____		_____		_____
_____		_____		_____

Total (B). Liabilities \$ _____

11. Revenue Complete all that apply.

Tithes & Offerings	\$ _____	Guest Speaking	\$ _____
Tapes, Books, Materials	_____	Conference Fees	_____
Missions - Foreign /Domestic	_____	Weddings	_____
Tuitions	_____	Real Estate Income	_____
Building Fund Investment	_____	Other	_____
Special Offerings	_____		_____
Interest Income	_____		_____
Miscellaneous Income	_____		_____

Total (C). Revenue \$ _____

Notations / Explanations:

Full Gospel Assemblies

Affiliation Application for Churches and Parachurch Ministries

12. Expenses Complete all that apply.

Salaries & Wages	\$ _____	Missions - foreign / domestic	\$ _____
Full Gospel Assemblies	_____	Needy Families / Benevolence	_____
Tithe / Offering	_____	Nursery / Preschool Ministry	_____
Missions Outreach	_____	Office Supplies	_____
Conferences	_____	Outside Services	_____
Causal Labor	_____	Pastor / Director Library	_____
Advertising & Promotion	_____	Postage / Shipping	_____
Auto Expense	_____	Professional Fees	_____
Bank Charges	_____	Rent	_____
Bank Loans	_____	Repair and Maintenance	_____
Books, Tapes, & Publications	_____	Seminar, Conference, Education	_____
Bus Ministry	_____	Stationery / Printing	_____
Children's Church Ministry	_____	Supplies	_____
Data Processing	_____	Taxes / Payroll	_____
Donations / Benevolence	_____	Telephone / Communications	_____
Dues, Memberships	_____	Travel, Meals, Lodging / Staff	_____
Flowers / Gifts	_____	Travel, Meals, Lodging / Guests	_____
Fund Raising	_____	Utilities	_____
Honorariums / Love Offerings	_____	Youth Activities	_____
Housing & Rental Allowances	_____	Miscellaneous	_____
Insurance	_____	Other	_____
Ministry of Helps	_____	_____	_____
Music / Youth	_____	_____	_____
Mortgages(s)	_____	_____	_____
Licenses, Permits & Renewals	_____	_____	_____
		Total Expenses	\$ _____

13. Closing Balance: Closing Balance as of December 31, _____ \$ _____

14. Attachments & Enclosures All Organizations

- A. Constitution and Bylaws, Charter, Certificates** All ministries are to attach three (3) copies of the organizational Constitution and Bylaws / Charter documents. **USA ministries:** IRS Employer Identification Number and State Sales Tax (where applicable) certificates are to be attached.
- B. Report of Ministry:** All ministries are to attach report of ministry activity outlining schedule of services and special events / activities held over reporting calendar year. Description of plans and goals for upcoming calendar year to be included in Report of Ministry.
- C. Photo of Physical Site:** Church ministries only. Photo of premises occupied by ministry to be attached.
- D. Application Administrative Costs:** Enclose as listed on cover instructions.

15. Verification All Organizations Board of Directors or Governing Council. Names, Signature and Position Listings.
(All members must sign. Additional names may be listed on reverse side)

Print. Pastor / Director / President	Signature	Position	Date
Print.	Signature	Position	Date
Print.	Signature	Position	Date
Print.	Signature	Position	Date
Print.	Signature	Position	Date