



**Constitution
and
Applications for Membership
for Churches and Ministers
of the
FELLOWSHIP OF CHURCHES
AND MINISTERS INTERNATIONAL, Inc.**

**Web site: fellowshipcmi.org
email: mail@fellowshipcmi.org**

CONSTITUTION
FELLOWSHIP OF CHURCHES
AND MINISTERS INTERNATIONAL, INC.

Article I - Name

The name of this body shall be the FELLOWSHIP OF CHURCHES AND MINISTERS INTERNATIONAL, INC. hereafter referred to as the FCMI.

Article 2 - Purpose

The purpose of the FCMI is to provide membership and fellowship for churches and ministers of like faith and order who are concerned with the proclamation of the gospel of our Lord Jesus Christ to the world. All members of the FCMI commit themselves to work in cooperation with each other in the unity of the Spirit and the bond of peace to achieve the goals as set forth in the Constitution. The FCMI holds the right to suspend or cancel membership to any minister or church who fails to maintain active membership according to the Constitution. The FCMI is committed to respect the autonomy of each church.

Article 3 - Covenant

Having been led by the Spirit of God to receive Jesus Christ as Saviour and Lord by faith, and having publicly confessed Him by baptism in the name of the Father, Son and Holy Spirit, we freely and joyfully recognize the covenant our Heavenly Father has established for us with Himself through the blood of His Son. We commit ourselves, by the grace of God working in us, to walk together according to the commandments of the Lord Jesus Christ. (I John 1:3).

We commit ourselves to maintain family and private worship, to rear our children in the nurture and Spirit of the Lord, to seek the salvation of all members of our own families and of our acquaintances, and to strive for maturity in ourselves and in our fellow Christians.

We commit ourselves to follow Christian principles of morality in our daily living; to be ethical in our dealings and faithful in our commitments to promote the unity of fellowship by proper attitudes and careful speech; and to be zealous in our efforts toward the advancement of the Kingdom of God here and throughout the world.

Article 4 - Statement of Faith

THE HOLY BIBLE

We believe in the verbal inspiration of the Holy Bible, both the Old and New Testaments. (II Timothy 3:16; Hebrews 4:12; I Peter 1:23-25; II Peter 1:19-21 and Rev. 22:18-19).

GOD

We believe in one God revealed in three Persons; the Father, the Son, and the Holy Spirit. (Matthew 3:16,17; John 17)

MAN

We believe that man, in his natural state, is a sinner, lost, undone, without hope, and without God. (Romans 3:19-23; Galatians 3:22; Ephesians 2:1,2,12)

DIVINITY AND HUMANITY OF JESUS CHRIST

We believe that Jesus Christ of Nazareth is God in the flesh and that He is both divine and human. (Luke 1:26-38; John 14:1-3; Acts 2:36; Acts 3:14,15; Philippians 2:5-12; Ephesians 1:3-15)

BLOOD ATONEMENT

We believe in the saving power of the Blood of Jesus Christ and His imputed righteousness to all who believe on Him with faith. (Acts 4:12; Romans 4:1-9; 5:1-11; Ephesians 1:3-15)

ASCENSION

We believe that Jesus Christ ascended to the Father and is presently seated at the right hand of the Father making intercession for us. (John 14:1-6; Romans 8:34)

SECOND COMING

We believe in the visible, bodily return of Jesus Christ to this earth to gather His Church (Bride) and judge the world. (Acts 1:10-11; I Thessalonians 4:13-18; II Thess. 1:7-10; James 5:8; Rev. 1:7) Note: It is not necessary that we all believe alike concerning whether He is coming before, during or after the great tribulation.

SALVATION

We believe that the terms of salvation are repentance toward God for sin, and a personal, heartfelt faith in the Lord Jesus Christ, which results in regeneration of the person. This salvation is entirely by grace of our Lord and not of works. Works are excluded except as fruit of salvation. (Acts 3:19-20; Romans 4:1-5; 5:1; Ephesians 2:8-10).

LOCAL CHURCH

We believe that the Church of the Lord Jesus Christ is a local expression of the Body of Believers who have been baptized in the name of the Father, the Son and the Holy Spirit; who are under recognized, local, delegated authorities; and who assemble to worship, carry forth the great commission and minister as the Holy Spirit leads. (Matthew 16:18; 28:19-20; Acts 2:40-47; 20:28; Ephesians 5:22-32; I Timothy 3:15).

ORDINANCES

We believe that the two ordinances of the church are water baptism and communion (The Lord's Supper). (Matthew 3:15, 16; 28:19-20; Acts 8:30; Romans 6:1-4; Luke 22:13-20).

SEPARATED LIFE

We believe that believers should seek, as the early disciples did, to practice the separated life from the world unto Jesus Christ and to set standards of conduct which shall exalt our Lord and His church. (Romans 12:1-3; II Cor. 6:17; Gal 6:14; Eph. 5:11; Col. 3:17)

HEAVEN AND HELL

We believe the Holy Scriptures clearly set forth the doctrines of eternal punishment for the lost and eternal bliss and salvation for the saved. Hell for the unsaved and heaven for the saved. (Matt. 25:34, 41, 46; Luke 16: 19-31; John 14: 1-3; Rev. 20: 11-15).

HOLY SPIRIT

We believe the Holy Spirit is the third Person of the Trinity whose purpose in the redemption of man is to convict him of sin, regenerate the repentant believer, guide the believer into understanding the Holy Scripture, indwell and give gifts to believers as He wills, that they may minister as Christ would to men. We believe that the manifestations of the Holy Spirit recorded in I Cor 12:8-11 shall operate in the churches today which yield to the Lord Jesus Christ. We believe a believer can be baptized in the Holy Spirit during the time Jesus is regenerating him, or any time subsequent to his regeneration (new birth) experience. We believe the baptism in the Holy Spirit is a separate and distinct experience from regeneration.

We believe that the baptism in the Holy Spirit, with the evidence of speaking with other tongues as the Spirit gives utterance, is for all believers as promised by John the Baptist, was witnessed by the early disciples of Christ, and is evidenced in the lives of many present-day believers in the Lord Jesus Christ. (Luke 11:13; John 7: 37-39; 14:16, 17; Acts 2:39-47; Matthew 3:11; Acts 1:4,5,8; Acts 10: 44-47; 19:1-6).

DIVINE HEALING

We believe that God does use doctors, medicines and other material means for healing. However, we believe that divine healing has been provided for us in the atonement of our Lord Jesus Christ. Divine healing may be received through the laying on of hands by elders, laying on of hands by believers, by the prayer of an anointed person gifted for healing the sick, by the anointing with oil and the prayer of faith, or by a direct act of faith where the believer receives healing from the Lord Jesus Christ without ministry from anyone else. (Isaiah 5: 14-16; Mark 16:18; I Cor. 12:9; Mark 11:23).

PRIESTHOOD OF BELIEVERS

We believe that each believer is a priest of the Lord Jesus Christ and has direct access to the Father through the Lord Jesus. Each person must believe for himself, be baptized for himself, obey for himself and answer to his Creator for himself. (Rev. 1:6; I Peter 2:9).

GOVERNMENT OF THE CHURCH

We believe in the local expression of the Body of Christ as the Church and that it is administrated under the oversight of Pastors and other leaders name to oversee the Church. No individual local church holds jurisdiction over the FELLOWSHIP OF CHURCHES AND MINISTERS INTERNATIONAL, INC. nor does the FCMI hold jurisdiction over the affairs of the local church.

TITHES AND OFFERINGS

We believe that God's plan of finance for His work is by tithes and offerings and that it is a joy for His children to acknowledge His lordship in this manner. (Malachi 3:6-12; Genesis 14: 17-20; Heb. 7:1-10; Matthew 23:23;

II Cor. 8 and 9; Acts 20:35)

Article 5 - Practice

Section I

The FCMI is established to perform only those services which individual churches and ministers cannot provide for themselves.

Section II

An annual meeting of churches and ministers will be held at a time and place established by the Executive Board of the FCMI. The meeting shall provide as much time as possible for fellowship and worship among the members present.

Section III

The affiliated churches shall be represented at the annual business meeting by their pastor and one designated member of the church. Ministries (other than churches) who are members shall designate their representative in writing to the Secretary. Individual members shall each have one vote at the annual business meeting. Business can also be conducted at the discretion of the Executive Board in the following manner: (1) by a called meeting allowing 30 days advance notice or (2) by mail allowing 30 days for each member to respond in writing. Mail is understood to be by postal service, fax or E-Mail.

Section IV

Business at the annual meetings of the FCMI shall be conducted by the vote of the body. A majority vote of those present shall carry a decision with proxy vote in writing by members who cannot be present. All church delegates shall present letters from the secretary or pastor of the church they represent certifying that they are sent as representative of the churches to the annual meeting.

All members of the FCMI shall receive notice of the annual meeting at least 30 days in advance. Notice shall be given in writing to the secretary for an absentee member to give proxy voting rights to another member.

Members of the FCMI shall be furnished an annual directory of membership.

Article 6 - Membership

Application for membership in the FCMI shall be in writing to the secretary of the Presbytery.

All applications for membership made by churches shall include a recommendation by a member of the FCMI and be subject to the final approval of the Presbytery.

All applications for membership made by ministers shall be accompanied by a character recommendation from a church leader where the applicant is a member and approved by the Presbytery. The applicant shall be ordained or licensed and shall be sponsored and recommended by a member of the FCMI subject to the final approval of the Presbytery.

Failure to pay annual dues after a three-month grace period will constitute automatic withdrawal from the FCMI.

Article 7 - Withdrawal

A church may withdraw from membership in the FCMI by submitting a letter of withdrawal to the President signed by the members of the governing board of the church.

A minister may withdraw from the FCMI by submitting a letter of withdrawal to the President of the Presbytery.

Article 8 - Finances

An annual FCMI financial statement shall be presented to the Executive Board for approval. Membership fees shall be required. The amount shall be set by the Executive Board.

Article 9 - Executive Board of the Presbytery

The Executive Board of the FCMI Presbytery shall be composed of the Founders, the President, Vice President, Secretary, Treasurer and Immediate Past President. The Executive Board members shall be the legal representatives of the FCMI and shall be responsible for any and all matters related to the corporation. The officers shall be recommended by the Presbytery and elected by majority vote at the annual meeting. The President and the Vice President cannot serve in their respective offices for more than two consecutive years. They will be eligible to be re-elected to the same office after being absent from that office for one year.

Article 10 - Presbytery

The Presbytery shall be composed of the Executive Board and a sufficient number of Presbyters to serve as District Coordinators where churches and members are located. A sufficient number of at-large Presbyters shall be named to insure that members serving in areas unattended by District Coordinators will have a Presbyter maintaining contact with them. All Presbyters shall be named by the Executive Board.

The Presbytery shall meet with the Executive Board at least one time annually in addition to the annual meeting to review the needs of members and to prepare a recommendation of officers to be submitted to the next annual meeting.

Article 11 - District Coordinators

The District Coordinators shall be Presbyters named by the Executive Board to give oversight and service to member churches and ministers in their districts within the limits specified by the Constitution. They shall report to the Executive Board and serve as members of the national presbytery.

Article 12 - Committees

The Executive Board shall name as many committees as necessary to carry on the business approved in the annual meeting or by the Executive Board. Committee members shall serve until the assignment is completed.

Article 13 - Discipline

Discipline of a minister of the FCMI shall be conducted in the following manner: The President or someone

he designates and the Presbyterian of the district where the minister resides shall talk privately with the minister to determine if he feels the charges against the minister are warranted. If they are, the Executive Board shall prayerfully seek the reconciliation of the member to the Lord and His church following his\her repentance through encouragement and exhortation. If the minister fails to respond with repentant attitude, membership shall be withdrawn in a loving, considerate manner. Care should be taken to communicate to the minister that future reconciliation is the goal of the FCMI.

Discipline of a minister for failing to be active in the meeting of the FCMI for a period of one year, except for health reasons, shall be conducted in the following manner: The minister shall receive notice in writing that his inactivity represents a lack of desire to remain a member. If he/she does not respond with a commitment to support the FCMI with his\her attention and attendance, he shall be notified that his name has been removed from the FCMI membership rolls.

Discipline of a church for inactivity shall be conducted in the same manner as that for a minister.

Article 14 - Parliamentary Law

All proceedings of the annual meeting and meetings of the Executive Board or Presbytery shall be by Roberts Rules of Order and in an attitude of prayer.

Article 15 - Amendments

Changes or amendments to this Constitution shall be made in annual meeting upon recommendation of the Executive Board and by approval of the annual meeting or as indicated in Article 5, Section IV.

Article 16 - Authority

Authority of the Executive Board, Presbytery and the representatives in the annual meeting shall be limited to that defined by the Constitution.

Article 17 - Ordination

The FCMI does not ordain ministers but recognizes the responsibility of the local church for the ordination of ministers. However, annual credentials shall be issued to all members in good standing with the FCMI in the following manner: Individual members shall receive a wallet-size annual certification as a minister in good standing with the FCMI and a certificate large enough to be displayed on a wall. The churches and ministries shall receive a certificate large enough to be displayed on a wall indicating that they are in good standing as members of the FCMI.

Each certification shall be reviewed and renewed annually by the members of the Presbytery.

Article 18 - Yearly Oversight

Oversight of the FCMI during the year between the annual meetings shall rest with the Executive Board.

Article 19

The Executive Board shall have the responsibility of establishing boards and committees that it deems necessary to carry out the Great Commission.

Article 20 - District Meetings

The Executive Board shall oversee the organization of district meetings throughout the USA to insure participation among members in their respective districts. The Presbyter of the respective district shall pattern the district organization after the model of the national body.

District meetings shall be organized in other nations where members reside until such time as the Executive Board deems the membership in that nation to be large enough to form a national Presbytery and a U.S.A. Presbyter shall be named to oversee the membership of each international district. Once the National Presbytery is formed, its President shall become a member of the U.S.A. Presbytery which shall give international oversight, naming a National Executive Board of the Presbytery to respond to any and all legal matters of the national body.

Article 21 - Tax Exemption Section I

Members who seek recognition as a tax-exempt, non-profit organization from the United States Internal Revenue Service shall include the following provisions in their constitution:

- 1) The member must be a member in good standing in the FCMI.
- 2) All church or ministry properties are the property of the local church or ministry, not individually owned, and irrevocably devoted to church or ministry work.
- 3) Accurate minutes of business meetings and financial records must be kept by authorized or elected officers of the church or ministry.

Section II

The following provisions are required by the Internal Revenue Service in the Articles of Incorporation or similar creative document:

“No part of the net earnings of any church or non-profit ministry shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the church or non-profit ministry shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Three hereof. No substantial part of the activities of the church or non-profit ministry shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the church or non-profit ministry, shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the church or non-profit ministry shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 105 (c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue law), or (b) by a corporation, contributions which are deductible under Section 170 (c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law.)

Notwithstanding any other provision of these articles, this church or non-profit ministry shall not, except to any insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for

the payment of all of the liabilities of the church or non-profit ministry exclusively for the purposes of the corporation in such manner or to such organization or organizations organized and operated exclusively for charitable, educational, or religious purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c)(3) of the Internal Revenue Code of 2954 (or the corresponding provision of any future United States Internal Revenue law) is the Board of Directors shall determine. Any such assets not so disposed of by the Court of Common Pleas (or similar authority if jurisdiction has none) of the county in which the principal office of the corporation is then located, exclusively for such purposes, or to such organization or organizations which are organized and operated exclusively for such purposes as said court or authority shall determine.

Section III

Churches and evangelistic ministries of the FCMI wishing tax exemption by the U.S. Internal Revenue Service should provide the national office of the FCMI with two copies of their constitution. If the church or ministry is incorporated, two copies of the state charter should also be sent. The constitution of the local church or ministry may be adapted to meet the particular needs of that body, but it must contain the vital provision of Article 19, Section II, if the church or ministry is to have tax exemption.

Fellowship of Churches & Ministries Intenational

Application for Minister, Church, and Ministry Organization Affiliation

Procedural Information

All questions must be answered and one copy sent to the Secretary of the FCMI.

Minister Application:

- A. Complete "Application for Ministerial Affiliation".
- B. A completed copy of "Sponsorship Information".
- C. Give "Reference Form", along with the cover letter ("First Reference"), to a church leader where you are a member.
- D. Send the annual fee (\$50.00) along with your application to the FCMI Secretary.

Church application:

1. Group A: (Churches without a Constitution)

- A. One (1) completed "Application for Church Affiliation."
- B. One (1) copy of Minimum Church Constitution.
- C. One (1) copy of "Resolution for Membership."
- C. Application fee (see top of "Application for Church Affiliation.")

2. Group B. (Churches with a Constitution)

- A. One (1) completed "Application for Church Affiliation".
- B. One (1) copy of your church Constitution.
- C. One (1) completed "Resolution for Membership".
- D. Application fee (see top of "Application for Church Affiliation").

Organization application: (Evangelistic, missionary, or other ministry organizations)

- A. One (1) completed "Organization Affiliation."
- B. One (1) copy of "Resolution for Membership."
- C. One (1) copy of your "Articles of Incorporation."
- D. One (1) copy of your "Coporate Bylaws."
- E. Application fee (\$100.00) made payable to FCMI.

Send completed information to:

FCMI
PO Box 2165
Reidsville, GA 30453

FELLOWSHIP OF CHURCHES
AND MINISTERS INTERNATIONAL

Our Position on Licensing and
Ordination of Ministers

The FCMI does NOT license or ordain anyone, BUT RECOGNIZES such ministerial status. Therefore, the FCMI believes it is the function of the local church to perform such ceremonies.

If you wish to obtain such ministerial status, you need to approach your local pastor and local church, or a pastor/church that knows of you and ask about their procedures and requirements. Many times these services are done in the office or in a special church service. NOTE that sometimes you may be required to serve an "internship." The FCMI urges the pastor and church to use great wisdom in matters of licensing or ordination as this is a solemn calling.

The FCMI issues a certificate to its ministerial members RECOGNIZING their status and showing on what date the ceremony was performed. All members also receive a wallet-sized credential card showing their status. These items show that you as a minister are recognized by and are in affiliation with an organization that has national and international scope. If you plan to minister to those in prison, hospital, or other institutions, this recognition by a larger body is helpful in gaining admittance and oftentimes necessary.

Application Procedure for Individual Application

The first part of the application should be filled out by the applicant. Then, the current FCMI member recommending you **MUST** sign.

After the church sponsoring you completes the Church Sponsoring Information section, forward your application, along with your membership fee to the Secretary of the FCMI.

NOTE: Your church sponsor may be the church you pastor, one you attend, or one to which you are known. It does **NOT** have to be a member of the FCMI - **AS LONG AS** its pastor **IS** a member of the FCMI. If it **IS** a member of the FCMI, it can also serve as the current FCMI member recommending you.

When your application is received, it will be referred to the Presbytery for review to be sure all requirements are met and that your sponsors have current status.

You will be sent a receipt for your membership fee and a letter acknowledging your application.

Fellowship of Churches & Ministers International

PO Box 2165 * Reidsville, GA 30453 * (912) 557-6507

Application for Ministerial Affiliation

INSTRUCTIONS: This application must be filled out in duplicate with a \$25.00 fee and a current photograph. Any minister joining FCMI must indicate the religious organization granting him/her ministerial status. FCMI recognizes that the status of ministers is a function of the local church, and therefore is not a part of its responsibility.

Date of application: _____

Name _____ Home Phone (____) _____

Home Address _____ City _____ State _____ Zip _____

email address _____ Web site address _____

Date of Birth ____/____/____ Sex _____ Race _____

Married ____ [Spouses name: _____] Single ____ Divorced ____ Widowed ____

Current Ministerial Status: Ordained ____ Licensed ____ Date of Original Ministerial Status _____

Church Granting or Recognizing Ministerial Status: _____

Address _____ City _____ State _____ Zip _____

Current ministry position (pastor, teacher, evangelist, missionary, etc) _____

Current ministry name _____ Current ministry location _____

Current ministry telephone # (____) _____

Have you previously held Ministerial credentials? _____ (If YES, please furnish the following):

Type of Credentials held: _____

Original Date of Credentials: _____

Church or Organization: _____

Current Address: _____

City _____ State _____ Zip _____

Have you ever been a member of the FCMI? _____

Have you ever been disciplined by the FCMI or any other ministering body? Yes No

If yes, please explain _____

Have you ever been disciplined by a Christian organization with whom you held credentials? Yes No

If yes, please explain _____

In what field of ministry are you presently engaged? _____

Do you agree with our Constitution? _____

(CONTINUED ON NEXT PAGE)

Will you do your best to be an active part of the FCMI? _____

Your Signature: _____

Current FCMI member recommending you for affiliation:

Signature: _____ Phone _____

Address of current member _____ City _____ State _____ Zip _____

(FCMI recommending member must sign this application before it can be processed.)

Area Presbyter's signature _____

SEND COMPLETED APPLICATION TO:

FCMI

PO Box 2165

Reidsville, GA 30453

SPONSORSHIP INFORMATION

(To be completed and forwarded by Sponsoring Church to FCMI Secretary)

Church Sponsor: _____ Phone _____

Address _____ City _____ State _____ Zip _____

We have known applicant for _____ years.

Please give a brief history of applicant's association with sponsoring church:

Since FCMI exercises no authority over any messenger of the churches (Article Two, Section I), I understand that as sponsor of this applicant, this church must assume responsibility for any disciplinary action.

Date: _____ Signature _____ Position _____

Fellowship of Churches and Ministers International

P.O. Box 2165 * Reidsville, GA 30453

REFERENCE FORM

Name of applicant

Last/Family	First	Middle
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Address

City _____ State _____

Zip _____

I, the above applicant WAIVE any rights I have to read or obtain copies of this recommendation.

The above member has applied for membership in the Fellowship of Churches and Ministers International. The FCMI is a fellowship of ministers and churches established to provide a way by which churches and ministers together can work in the Kingdom of God to promote the work of our Lord Jesus Christ among the nations of the world. To achieve the goals set forth in the Constitution and By-laws, all members of the Fellowship commit themselves to work in cooperation with each other in the unity of the Holy Spirit and the bond of peace. It does not exercise ecclesiastical authority or control over its members or churches. It does not ordain ministers but it does issue annual credentials which serve as an acknowledgment that, to our knowledge, the minister is of sound moral and ethical character and is a person sound in Biblical doctrine and worthy of commendation as a dedicated minister of the Gospel of our Lord Jesus Christ.

Serious consideration will be given to your comments, therefore we ask that you complete this form carefully. Your prompt attention in returning this form (within 7 days) is important. Thank you for your assistance. Please check the following and comment in the spaces provided. Thank you.

1. What is your relationship to the applicant?

Employer Pastor Elder Friend

2. How well do you know the applicant?

Very well Well Casual For how long? _____

3. Does he/she display high moral standards? Yes No E x p l a i n

4. In your consideration, which of the following would best describe the applicant's Christian experience?

6. Is the applicant in fellowship with good standing in a church? Yes No
Which church? _____
7. Do you consider that the candidate embraces sound Biblical doctrine? Yes No
If your answer is "no", please explain what you understand his unsound beliefs to be. (Please use a separate sheet of paper for a full explanation, if needed.) _____

8. Would you recommend the applicant as a minister of the Gospel of Jesus Christ? Yes No
If no, explain _____

9. Has the applicant been arrested for or accused of any immoral or unethical behavior?
 Yes Not to my knowledge If your answer is "yes", please explain.

10. Please comment on the applicant's family background (if known) _____

11. In your opinion, what are the applicant's motives for joining the FCMI? _____

12. Please add any relevant remarks you consider important to the application of the applicant: _____

13. Please give us the name, address and phone number of a second person who knows the applicant from whom we can obtain a reference.
Name _____ Street _____
City _____ State _____ Zip _____ Phone _____

Your signature: _____ Date: _____

Print Name: _____

Address: _____

City _____ State _____ Zip _____

Phone (_____) _____ Fax: (_____) _____

Fellowship of Churches and Ministers International

P.O. Box 2165 * Reidsville, GA 30453

•First Reference•

Dear _____


_____ has applied for membership in the Fellowship of Churches and Ministers International. The FCMI exists to encourage fellowship among ministers and churches and to observe standards of conduct and belief which will please our Lord Jesus Christ. Annual credentials are issued acknowledging that the member is a person of good character and sound doctrine who is an honorable minister of the Gospel.

_____ has given your name for a character reference. We would appreciate it if you would complete the enclosed form and return it to our office in the enclosed envelope as soon as possible.

The information you provide will be held in confidence. Also, you are asked to furnish us the name and address of a second person we can use as a character reference. _____ understands that we are asking for the second reference.

Thank you for your kind attention to this matter and for taking the time in your busy schedule to complete the form and return it to us. May the Lord bless you abundantly.

Fellow Servants in Christ,



Secretary

P.O. Box 2165 * Reidsville, GA 30453 (912) 557-6507

Fellowship of Churches & Ministers International

PO Box 2165 * Reidsville, GA 30453 * (912) 557-6507

Application for Church Affiliation

Instructions: This application must be filled out in duplicate. A copy of Church Constitution, and an application fee must be included as follows: 1-25 members: \$25, 26-50 members: \$50, 51-75 members: \$75, 76-199 members: \$100, 200 and Up: \$200

Employer's Identification Number _____ Date of application _____

Do you have tax exempt status with IRS? _____

Church Name: _____

Phone: _____

Church Street Address _____ City _____

State _____ Zip _____ Email _____ Web site _____

Church Mailing Address _____ City _____

State _____ Zip _____

Pastor _____ Phone() _____

Address _____

City _____

State _____ Zip _____

Church Treasurer _____ Church Secretary _____

Is the Church Incorporated? _____ When? _____ What State? _____ Empl. Tax ID # _____

Do you have a Church Constitution? _____ By Laws? _____ Statement of Faith? _____

Does your church keep a record of Finances and Minutes? _____ If not, will you do so? _____

Do you have a church membership Listing? _____ Number of members: _____

Average church attendance: _____ Will you do your best to be an active part of the fellowship? _____

Do you plan to grant Ministerial Ordinations? _____

Pastor's Signature: _____ Secretary's signature? _____

Current FCMIMember recommending your church for affiliation: _____

Signature _____ Phone () _____

Address _____ City _____ State _____ Zip _____

Fellowship of Churches & Ministers International

PO Box 2165 * Reidsville, GA 30453 * (912) 557-6507

Resolution for Membership

NOTE: If your church already has a Constitution, the following resolutions when passed and attached to it will meet the requirements for membership as set forth in the FCMI Constitution. Signed copies of this resolution must be attached to both copies of the Church Constitution submitted with the application for affiliation. If the church does not have a Constitution, we suggest the use of a minimum constitution form rather than this one.

Minutes of the _____
(Name of Church)

of _____
(Address) (City) (State) (Zip)

At an officially called meeting of this church/or the governing board of the church on _____, 19_____, the following resolutions were passed and made an official part of the Constitution.

- 1. RESOLVED:** That this church shall now file an application to be an affiliated member of the Fellowship of Churches and Ministers International. All conditions required for affiliation will be promptly met.
- 2. RESOLVED:** That the purpose of this church is limited exclusively to religious, charitable, and educational activities. All properties of this church shall be held in the name of the church, and not individually owned and shall be irrevocably devoted to church work. No part of the net income of this church shall inure to the benefit of any private individual or member.
- 3. RESOLVED:** That in the event of dissolution, the following provisions are made:
 - a. All material and financial assets of this church shall be assigned to a religious organization which is recognized by the U.S. Treasury Department as having tax-exempt status.
 - b. Under no circumstances will the assets of this church accrue to the personal benefits of an individual.
- 4. RESOLVED:** That this church shall be governed by officers, including a secretary and treasurer and an annual business meeting will be held. Accurate records of all business meetings and financial matters pertaining to the church will be kept by an official member of the church.

Pastor _____

Secretary _____

Treasurer _____

Official _____

Official _____

Fellowship of Churches & Ministers International

PO Box 2165 * Reidsville, GA 30453 * (912) 557-6507

Minimum Church Constitution

(Complete in Duplicate)

1. The name of this church shall be _____, located at _____ State of _____, Zip _____.

It has been organized as a religious non-profit organization for the purpose of propagating the Gospel of Jesus Christ, to provide and maintain a place of worship for all people, and to engage in religious, charitable, and educational work.

2. All properties of this church will be held by the church and not individually owned and shall be irrevocably devoted to the church work.

3. This church shall be affiliated with the Fellowship of Churches and Ministers International.

4. No part of the net income of this church shall inure to the benefit of any private individual or member.

5. In the event of dissolution, the following provisions are made:

a. All material and financial assets of this church shall be assigned to a religious organization which is recognized by the U.S. Internal Revenue Service as having tax-exempt status.

b. Under no circumstances will the assets of this church accrue to the personal benefits of any individual.

6. This church does and always will have officers, including a secretary and treasurer.

7. An annual business meeting will be held and accurate records shall be kept of all business meetings and financial matters pertaining to the church, by an official member of the church.

Accepted by the church _____ day of _____ 19_____.

Pastor _____

Secretary _____

Treasurer _____

Official _____

Official _____

(Please complete this form in duplicate - RETAINING ONE COPY IN YOUR OWN FILES.)

INFORMATION SHEET

Group subordinate coverage of organizations other than churches under the Group Exemption Number of The Fellowship of Churches and Ministers International (FCMI).

QUALIFICATIONS AND REQUIREMENTS

1. The organization must have Articles of Incorporation and bylaws, or Constitution, or Articles Association and bylaws, which meet the requirement of Section 501 (c) (3) of the Internal Revenue Code and pertinent regulations.
2. The organization must file Form SS-4, Application for Employer's Identification Number, and submit this number to The **FCMI**.
NOTE: An Employer's Identification Number previously issued to a sole proprietorship will not suffice.
3. The organization must furnish The **FCMI** with a detailed narrative description of the organization's past, present, and proposed future activities, and the purposes for which it was formed. The narrative should identify the specific benefits, services, or products the organization has provided or will provide. If the organization is not fully operational, explain what stage of development its activities have reached, what further steps remain for it to become fully operational, and when such further steps will take place. The organization should not state the purposes and activities of the organization in general terms or repeat the language of the organizational documents.
4. THE ORGANIZATION WILL BE LIABLE FOR AN INFORMATION FEDERAL TAX RETURN, FORM 990, which is due on or before the 15th day of the fifth month following the end of the organization's annual accounting period, if the gross income of the corporation is normally more than \$25,000.00.

An organization's gross receipts are considered to be \$25,000.00 or less if the organization is:

- A. Up to a year old and has received, or donors have pledged to give, \$37,500.00 or less during its first year;
- B. Between one and three years old and averaged \$30,000.00 or less in gross receipts during each of its first two tax periods; or
- C. Three years old or more and averaged \$25,000.00 or less in gross receipts for immediately preceding three tax years (including the year for which the return would be filed).

The penalty for delinquent filing of this Form 990 is \$ 1 0.00 per day with a maximum of \$5,000. 00 for each return filed delinquent. The penalty is a personal liability of the officers.

Your organization is not required to file and pay Federal Income Taxes unless you are subject to the tax on unrelated business income under Section t11 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return.

The organization must maintain adequate books and records. It is vitally important that the organization deposit 100% of the organization's income into Corporate Bank Accounts. It is important that all of the organization's expenses be paid from the corporate bank accounts. **NO PERSONAL EXPENSE SHOULD BE PAID FROM THE CORPORATE BANK ACCOUNTS.**

The organization is required to maintain a record of each person or organization that makes a contribution to your organization for the current year plus four prior years. A simple solution is to use triplicate receipts or a computer.

IMPORTANT NOTE: The FCMI must be notified of any changes of your address. Failure to do so will likely result in the forfeiture of your organization's group exemption status. **The FCMI** must also be advised of any change in the purpose of your ministry. Also, in the event that the organization is a corporation and you have a change of the name or address of your Resident Agent, you must file the proper form with the Secretary of State. Failure to do this is grounds for losing your charter and the right to do business in the state.

1. The Board of Directors must consist of a majority of unrelated persons to meet the present Internal Revenue Requirements.
2. The Internal Revenue Service does not recognize the commissioning, licensing or ordination of ministers by an organization other than the church. Consequently, such a provision should not be included in your creative documents.
3. A subordinate organization may buy items free of State Taxes (except motor vehicles) in most states. A so-called tax "number" is usually not required. The Sales Tax Laws vary by states, therefore you should also check this out with your state taxing authorities. Most states require a separate application to be made to some taxing authority in the state to obtain this exemption.

The sale of items such as Bibles, Bible Dictionaries, Bible Encyclopedias, Commentaries of the Bible and study manuals on books of the Bible ARE EXEMPT FROM SALES TAXES IN MOST STATES.

The sale of religious films, church hymnals, church music, music records and tapes, books or audio transcription of sermons, books or audio transcriptions by individuals relating to personal experiences ARE NOT EXEMPT FROM SALES TAXES IN MOST STATES.

This means that if you are selling any items other than Bibles, Bible Dictionaries, Bible Encyclopedias, Commentaries of the bible and study manuals on books of the Bible, quite likely they will be subject to State Sales Taxes. It also means that you must apply for and receive a sales tax permit. Again, the law varies by state, you should check this matter out with local taxing officials.

4. Your organization is liable for taxes under the Federal Insurance Contribution Act (social security taxes) on remuneration of \$ 1 00.00 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Donors may deduct contribution to your organization as provided in Section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of Section 2055, 2106, and 2522 of the Code.

WE SUGGEST THAT EACH ORGANIZATION SEEKING TO BE COVERED BY OUR GROUP EXEMPTION LETTER BE INCORPORATED AS THIS PROVIDES THE DIRECTORS AND OFFICERS WITH SOME PROTECTION AGAINST PERSONAL LIABILITY FOR ACTS OF THE ORGANIZATION.

Fellowship of Churches & Ministers International

PO Box 2165 * Reidsville, GA 30453 * (912) 557-6507

Application for Organization Affiliation

Instructions: This application must be filled out in duplicate. A copy of your organization charter, constitution and by-laws. You must include the \$100.00 fee with this application

Employer's Identification Number _____ Date of application _____

Do you have tax exempt status with IRS? _____

Organization Name _____ Phone _____

Street Address _____ City _____

State _____ Zip _____ Email _____ Web site _____

Mailing Address _____ City _____

State _____ Zip _____

President's Name _____ Phone() _____

President's Address _____ City _____ State _____

Zip _____

Treasurer _____ Secretary _____

Is the Organization Incorporated? _____ When? _____ What State? _____ Empl. Tax ID # _____

Do you have a Constitution? _____ By Laws? _____ What Field of Ministry Involved? _____ (i.e. Missions, Evangelism, etc.)

Does your organization keep a record of Finances and Minutes? _____ If not, will you do so? _____

(This is required by the IRS for Tax Exemption)

Are you in agreement with our Constitution and By-Laws? _____

Will you do your best to be an active part of the fellowship? _____

Do you plan to grant Ministerial Ordinations? _____ **(The IRS does not recognize Licensing or Ordinations given by any ministry**

other than a church)

President's Signature _____ Secretary's signature _____

Current FCMI Member recommending your organization for affiliation:

Name _____

Address _____ City _____ State _____ Zip _____

Signature _____ Phone () _____ Date _____

(FCMI recommending member must sign this application before it can be processed.)

Fellowship of Churches & Ministers International

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Resolution for Organization Membership

NOTE: If your organization already has a constitution and by-laws, the following resolutions, when passed and attached to it, will meet the requirements for membership as set forth in FCMI Constitution. A copy of this resolution should be submitted with the application for affiliation.

Minutes of the _____ of _____

(Name of Organization)

(Address/City/State/ZIP)

At an officially called meeting of this Organization on _____ 20_____, the following were passed and made an official part of our Organization Constitution.

- 1. RESOLVED:** That this Organization shall now file an application to be an affiliated member of **The Fellowship of Churches and Ministers International**. All conditions required for affiliation will be promptly met.
- 2. RESOLVED:** That the purpose of this Organization is limited exclusively to religious, charitable, and educational activities.
- 3. RESOLVED:** That this Organization shall be governed by its directors and an annual business meeting will be held. Accurate records of all business meetings and financial matters pertaining to the Organization will be kept by an official member of the Organization.

PRESIDENT _____

SECRETARY _____

TREASURER _____

OFFICIAL _____

OFFICIAL _____

STATE OF _____ COUNTY OF _____

Subscribed and sworn before me, a notary, this _____ day of _____ 20_____

_____ My commission expires _____

(Signature of Notary)

(Date)