

Annual Report Information Form 2Cor6:8

By honour and dishonour, by evil report and good report: as deceivers, and [yet] true;

To assist His Holy Church please include other information concerning the general ministry or statements.

Prepared this month of____, on this ____day,
in the year of our LORD *Two thousand and*_____.

Signed_____

The Instructions : the Annual Report form 2Cor6:8

Change in the congregation.

1. If this is the first Annual Report.
 - a. This report should list the present value offered by contributing elector.
 - b. This information is included only this one time because the Election, Acceptance, Recognition may be rejected and the assets may need to be returned.
2. At least one annual report from each congregation along with updates and changes to the electorate of the congregation are required from the minister.
 - a. This report may be as specific or general as the minister deems fit.
 - b. Since the contributions are not a grantor trust identification of donors is not required but advisable.
 - c. The purpose of an Annual Report is to remain in active communication for the daily assistance and protection of the minister and his assigned congregation.
 - d. New congregants or departure from the congregation should be recorded
 - e. Changes in contact information should be recorded

Although an annual report may be as specific or general as the minister deems fit it is to the advantage of all that an annual report include all pertinent information to the ministry for its care and protection and the care and protection of other related ministries in congregation and to the whole body of the Church and the Kingdom of God. Copies need to be kept only by the Overseer (Order) and the local minister with copies available upon request when needed or may be of value to the service of the congregation or the Church.

3. A record of all arrival and departures of the electorate in association with the congregation.
 - a. Deaths
 - b. Those who move away, renounce or disfellowed from a congregation
 - c. New congregants who submit a Church Election, Acceptance, Recognition and Assignment [Form A6:3-8-15:4], Form J10:37/Ex30:16
 - d. Changes in contact information should be done with Form 2Pt1-10
 - e. Matrimony
 - f. and births, Including christening if any
4. Any irregularity or activity by minister or congregation that might give the appearance of evil or good.
5. Changes in property held by the ministers of the Church commissioned or licensed.
 - a. Accounts if any must be reported monthly or more often if deemed necessary by the Overseer.
 - b. Books, Records, ledgers, depositories, etc.
 - i. Security is a priority and proper procedures need to be established.
 - c. Any other financial changes in the status of the Church including:
 - i. Needs, desires and goals
 - ii. Significant distributions, expenditures, transfer of assets internally or externally.
 - iii. The Ministrative Guidelines should be a confirmation standard at all times.
6. Projects, outreaches, planned or active or completed activities should be recorded
 - a. Ministries, additional auxiliary ministries operated individually within the congregations.
 - b. Church activities carried out in brotherhood and charity with other congregations.
 - c. Kingdom with other Churches, far from our own congregations of congregations.
 - d. In the world. External gifting beyond the congregation and the Church. [Red Heifer].
7. The report should be relational.
 - a. The church is based on relationships with God and with others around us.
 - b. There are those we serve and those we are networked with
 - c. The church is a community of believers who seek to follow the ways of Christ.
 - d. The Church is made in the image of Christ as we conform to his will.
8. Activities of the Church give us a view into the Spirit of the Church.
 - a. Worship services and meetings reports.
 - b. Teaching, training, practices and programs.
 - c. Any other community projector event of interest to us or Christ.

“Take [it] of them, that they may be to do the service of the tabernacle of the congregation; and thou shalt give them unto the Levites, to every man according to his service.” Numbers 7:5