

## **Policies for Handling Non-Western Applicants for Exhibits at Missions Fest**

1. Invite organization to follow the first procedure i.e. Statement of Faith AND Statement of Purpose, Activities and Impact.

2. Upon receipt of this information, request the following information:

a. Is this organization registered with their federal government?

b. If yes, under what name?

c. Does this organization have a Board of Directors? What are their names?  
To whom are they accountable?

d. Who audits their accounts annually? Is this information available to the public?

e. With what denomination or organization is this organization associated in its country?

f. With whom in Canada is this organization associated?

g. References.

i. From the country of residence: We need five references outside the organization, none of whom represent the same church, denomination or organization or family member.

ii. From Canada: We need three references outside the organization, none of whom represent the same church, denomination or organization or family member.

h. What would be the purposes for coming to Missions Fest?

i. For how many years has this organization operated?

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Application for an Exhibit from Foreign Agencies  
Dear Applicant,

Thank you for sending us your Statement of Faith and your Statement of Purpose. Since your organization is outside Canada and the United States, we are asking you to complete the following information before we can proceed further with your application.

Name of Applying Organization:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax \_\_\_\_\_ e-mail

\_\_\_\_\_

Name of Person making application: \_\_\_\_\_ Tel.

\_\_\_\_\_

Position (with the applying organization): \_\_\_\_\_ How  
many years? \_\_\_\_\_

1. Is your organization registered with the government of your country? \_\_\_\_\_

If your answer is "Yes," under what name is it registered? Registration Number:

\_\_\_\_\_

Name: \_\_\_\_\_  
\_\_\_\_\_

2. Does your organization have a Board of Directors (or equivalent)? \_\_\_\_\_

If yes, please list their names, their occupation and number of years of service:

Name	Occupation
Years	

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

.../2  
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3. To whom is this Board of Directors accountable?

\_\_\_\_\_

4. Does your organization have an annual audit? \_\_\_\_\_ If yes, give the name of the person who \_\_\_\_\_ conducts the audit, telephone and organization he/she represents:  
\_\_\_\_\_

\_\_\_\_\_

Is this information available upon request to the public? \_\_\_\_\_

5. Does your organization have any debts? \_\_\_\_\_ If yes, how much? \_\_\_\_\_  
and how is this being

handled?

\_\_\_\_\_

6. With what denomination and/or organization is your organization associated within  
your country?

\_\_\_\_\_

Address: \_\_\_\_\_ Tel.

\_\_\_\_\_

7. With what denomination and/or organization is your organization associated within  
Canada?

\_\_\_\_\_

Address: \_\_\_\_\_ Tel.

\_\_\_\_\_

7. References. (outside your organization)

From within your country, none of which represents the same church, denomination or  
organization:

a. Name: \_\_\_\_\_ Tel.

\_\_\_\_\_

Address:

\_\_\_\_\_

Organization: \_\_\_\_\_

b. Name: \_\_\_\_\_ Tel.

\_\_\_\_\_

Address:

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Organization: \_\_\_\_\_

c. Name: \_\_\_\_\_ Tel.

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Address:

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Organization: \_\_\_\_\_

.../3

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7. References. (outside your organization) continued...

From within Canada, none of which represents the same church, denomination or organization:

a. Name: \_\_\_\_\_ Tel.

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Address:

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Organization: \_\_\_\_\_

b. Name: \_\_\_\_\_ Tel.

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Address:

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Organization: \_\_\_\_\_

8. Give reasons why you would like to have an exhibit at Missions Fest.

a.

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b.

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c.

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Comments:

9. I submit this information to Missions Fest Vancouver with the understanding that it is accurate to the best of my knowledge and Missions Fest may contact any of the people and/or organizations listed above.

Signed: \_\_\_\_\_ Date:

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