

# Missions Fest™ (City)

(Address)

Email:

Tel.

Date

Dear Sponsoring Church,

One of the benefits of being a Sponsoring Church is that you may have up to two representatives who can become members of the Missions Fest Society. Individuals who become members can participate in the governance of the Society and help to form policy.

If his/her application for membership is accepted, he/she may be eligible to stand for various offices and responsibilities of the organization.

The purpose of this letter is to help you with this procedure of representation, remind you to register for Missions Fest (Year) and share some of the benefits as a Sponsoring Church.

First, the appointment of representatives. These persons need to be people of integrity and stature who will make decisions on your behalf with your approval. We recommend that they be approved by your church board of leadership so that several people are prepared to endorse this decision.

The duties of a representative are as follows:

- attend and participate in the five planning meetings during the year. (min.of three)
- serve as a liaison between the church and Missions Fest.
- choose to participate in one of the departments to help in planning the conference.
- help to advertise Missions Fest within his/her congregation.
- assist with recruiting volunteers to help with the conference.
- help in making important decisions related to the management of Missions Fest.

Please find attached the following:

1. Church Registration Form
2. Appointment of Church Representative form
3. Document: Benefits of Being a Sponsoring Church

We shall look forward to working with you in the coming year.

Yours sincerely,



Dwayne K. Buhler, Director  
Missions Fest