



ZION CHRISTIAN MINISTRIES PROPOSAL TO CONDUCT ACTIVITIES AND EVENTS

COVER LETTER

All requested activities/events should meet the requirements of upholding a biblical standard, for the purpose of winning souls for the kingdom of Christ, and inspiring all people to come together in fellowship here at Zion.

REQUEST INFORMATION

ACTIVITY / EVENT REQUESTED: _____
ORIGINATOR: _____ SUBMITTED BY: _____
PHONE: _____ RVCD BY: _____
E-MAIL/FACEBOOK: _____ DATE SUBMITTED: _____

MINISTRY ENDORSEMENT

SPONSORING MINISTRY: _____

MINISTRY LEADER: APPROVE DISAPPROVE

COMMENTS: _____

PRINT: _____

SIGN: _____ DATE: _____

**Zion Christian Ministries
586-10 Kuwai, Chatan-Cho
Okinawa, Japan 901-0102
098-936-9986**



ZION CHRISTIAN MINISTRIES PROPOSAL TO CONDUCT ACTIVITIES AND EVENTS

CHURCH OVERVIEW

Zion Christian Ministries would like to thank you for your interest in our ministry. We hope to make our time with you as fruitful and spiritual impactful as possible. Therefore, we ask that you consider the following basic guidelines in view of our church vision to accompany your request to conduct your activity/event. Zion Christian Ministries is dedicated to instructing, operating, pursuing, and living in a manner that is pleasing and acceptable to Jesus Christ (1 Thes. 4:1). Winning souls for the kingdom of God is the number one priority for this ministry (Matt 28:19). Getting God's Word to and unsaved world by sharing His gospel and welcoming all who would come to part take in church fellowship (Luke 14:23).

THE OBJECTIVE

All requested activities/events should meet the basic requirements outlined in the paragraph above; upholding the biblical standard, winning souls for the kingdom of Christ, bring people to church.

- What is the purpose of your activity/event?

- What ministry/ministries does this request fall under?

- Have you contacted the ministry/ministries leaders? YES / NO

NAME: _____ DATE: _____

NAME: _____ DATE: _____

SPIRITUAL LEADERSHIP

All request need to be reviewed, signed, and submitted by the ministry leader.

- Have you spoken to your ministry leader/department head about this request? YES / NO

- Are currently serving in a ministry? YES / NO

If no, please explain why.

RESOURCES

Please outline any resources that you may require. If the resources are provided by another ministry please contact the ministry leader for coordination. All curriculum/teaching tools need to be biblically based and doctrinally sound. All curriculum/teaching tools need to be approved by church administration.

- What resources does your activity/event require?

- What curriculum/ teaching tools will you be utilizing?

- Will you be requiring church resources? If yes, please list: YES / NO

ACTIVITY/EVENT SCHEDULE

Please be mindful of other ministry schedules and to plan accordingly when scheduling your activities/events.

- Do you have a schedule for the activities/events? (Start Date/End Date) YES / NO

If yes, please list or attach to this request.

- Will this be a reoccurring activity/event? YES / NO

- Will you be involved with, incorporating, or soliciting assistance from any outside organizations? YES / NO

If yes, please list any and all organizations

AGE RANGE

Children's Ministry operates with children in the K-4 through 7th grade age range. Grades 8th and up belong to the Teenage Ministry. All children are required to have an application on file.

- Which age group do you intend on working with?

- Do you have the required personnel in place (preferable Z.C.F Members)? YES / NO

- Have you and your personnel been briefed on the Zion Child Abuse Policy (SOU signed and filed)? YES / NO

TEEN MINISTRY

Teenagers are encouraged to serve in all ministries as an assistant to the supervisor and never as a supervisor. Teenage service is always contingent on church attendance and ministry participation.

- Will you be utilizing the Teen ministry as assistant supervisors? YES / NO

- Do you have enough supervisors to manage the teens you plan to use? YES / NO

WORKERS SCHEDULE

In the event that you are not able to attend the activity/event please ensure that you make the necessary provisions for the activity/event. Church leadership needs to be notified of your non-availability as soon as possible and NOT THE DAY OF THE ACTIVITY/EVENT.

- Do you plan to attend all the activities/events planned? YES / NO

- If not, do you have an alternate available? NAME: _____ Phone Number: _____

- Do you have a follow-up action plan? (Continued contact after the activity/event)

B. H. A. G

Big, Hairy, Audacious, Goal. With every activity/event you should have a set goal or mission in mind. Scriptural influence should be the basic foundation of your B.H.A.G and provide the fuel required to carry on. We consider a committed prayer covering before, during, and after your activity/event to be a necessary component for making a lasting impact for Christ Jesus. Please provide a brief explanation of your B.H.A.G.

CONCLUSION

On behalf of the leadership and congregation here at Zion Christian Ministries, just wanted to take this opportunity to express our appreciation and gratitude for your generous service to this ministry.

Without a doubt, God uses outstanding people like you to thrust the work of the Kingdom not only in this church, but churches and communities around the world...

All request need to be submitted by a ministry leader, please refer all questions and concerns to the submitting ministry leader.

NOTE: Please allow TWO weeks for approval of this request. Be sure to attach a copy of schedule of events to request form.

CHURCH ADMINISTRATION

APPROVED / DISAPPROVED

SIGN: _____ DATE: _____

- J. WHITAKER, BISHOP Z.C.F
- G. WHITAKER, 1ST LADY Z.C.F

**Zion Christian Ministries
 586-10 Kuwai, Chatan-Cho
 Okinawa, Japan 901-0102
 098-936-9986**