

[Church Name]
Missionary Request Form

Form is to be completed if a minister, brother/sister, or missionary group contacts the church with a desire to visit and speak or sell items to raise money for their mission.

Name of Person Completing Form: _____

Email: _____

Daytime Phone Number: _____

Missionary Group: _____

Contact Information:

Contact Name: _____

Address: _____

Phone Number: _____

Email: _____

The Missionary Group Requested: (Check all that apply.)

- Participation in the Missionary Cooperative Plan
- Sale of items at the church to raise funds
- Opportunity to give information on their mission

For Office Use Only

- This group can be assigned to speak at [Church Name] as part of the Missionary Cooperative Plan
- This group is granted permission to sell their items at [Church Name]
- None of the above (A letter will be sent to this group indicating that at this time we cannot accommodate their request.)
- Other: _____

Regardless of this request, please instruct Missionary Group to forward their specific requests/form to:

[Church Name]
[Attn: Name and/or Department]
[Church Address]
[Church Email Address]
[Church Fax Number]

As necessary, the church will notify the missionary group with any questions or concerns regarding the request. The missionary group will be notified of approval given or withheld as soon as possible.