



**APPLICATION
FOR
CHURCH / MINISTRY
AFFILIATION**

Corporate Office: Brooklyn Center, MN

Mailing Address:

The International Association of Ministries, Inc.

28 – 27th St SW

Mason City, IA 50401 USA

Phone: 641.530.2764

Email: nancy@theiaminc.org

jerry@theiaminc.org

President: Pastor Jerry Cummings

Vice President: Pastor Michael Picone

Corporate Secretary/Treasurer: Pastor N.J. Alexander

Dear Co-Laborer in the Gospel of Jesus Christ:

Thank you for your expressed confidence in the leadership and ministry of I.A.M. Inc, and your desire to be a part of the vision we have to promote fellowship and relationship among ministries; accountability and encouragement; and a legal covering for those needing this service.

- 1) Please fill out the enclosed forms and mail back to the corporate secretary, whose address is given in the letterhead.
- 2) Along with these forms, please include the following items:
 - ✓ A copy of your Articles of Incorporation or Constitution
 - ✓ A copy of your bylaws
 - ✓ A copy of your Statement of Purpose for your organization
 - ✓ A copy of meeting times and location, type of service and (if a church) the approximate size of your congregation.
 - ✓ All else you feel is necessary or relevant for us to be best acquainted with your ministry as an affiliate.
 - ✓ The annual fee of \$150.00

If you have questions concerning these forms or have need of more information, please contact us and we will be pleased to help in any way we can.

Sincerely,

Pastor Jerry Cummings

Pastor Jerry Cummings

President

Enc.

REQUIREMENTS FOR AFFILIATION CHECKLIST

- Must submit a \$150.00 (One Hundred Fifty Dollar) application fee, due upon receipt of your completed affiliation documents. Note: the initial fee to I.A.M. Inc covers the application fee only. If extra legal work, accounting work or counsel is needed, the affiliate may use the services of I.A.M.'s certified public accountant, Robert Rampi. These extra costs shall be the sole responsibility of the affiliate.
- Must submit any additional filing fees imposed by government authorities such as State filing fees, corporate record books, supplies and any other out of pocket expenses. (Some states, such as New York and California, have separate state qualification requirements that result in additional filing or attorney fees.)
- Must Incorporate and obtain a Corporate Seal.
- Must amend Articles and Bylaws to conform to the I.A.M. federal group exemption.
- Must amend Articles and Bylaws to conform to the I.A.M. doctrines and accept our Statement of Faith.
- Must appoint a Registered Agent for the Corporation, preferably the pastor or president.
- Must elect Board of Directors and/or officers in accordance with the Bylaws.
- Must keep minutes of business meetings.
- Must hold annual business meeting on the 2nd Monday in January, and all others ordered by your board.
- Must obtain a depository bank with designated signatures on bank account.
- Must keep detailed records of finances received and disbursed.
- Must adopt a business calendar year ending in December.
- Must operate exclusively for charitable, religious and educational purposes and must maintain the exempt status under section 501(c) 3 of the Internal Revenue Code of 1954.
- Must operate as a church/ministry within the meaning of Section 170 (b) 1 (A) I of the Internal Revenue Code.
- Must comply with the Internal Revenue Service requirements if operating as a private Christian school.
- Must submit within ninety (90) days following the end of each calendar year, a written report of the financial status of the Corporation for review and approval by the International Association of Ministries, Inc.
- Must supply Federal Employment Identification number or Form SS-4 to the International Association of Ministries, Inc.

Mailing Address:

The International Association of Ministries, Inc.
Nancy J. Alexander, Corporate Secretary
28 – 27th St SW Secretary's Phone: 641.424.4038
Mason City, IA 50401 USA
Email: nancy@theiaminc.org

APPLICATION FOR AFFILIATE MEMBERSHIP
(Please Print or Type)

Date

Church / Ministry Name

Ministry Street Address *(No P.O. Boxes, Please)*

City

State

Zip Code

Pastor / Responsible Person's Name

Home Street Address *(No P.O. Boxes, please)*

City

State

Zip Code

() - _____
Church/Ministry Phone

() - _____
Cell Phone

() - _____
Home Phone

Employer Identification Number

State Number

Are you a _____ Church, _____ Ministry, _____ School?

If you are a ministry or school, please see page four.

Have you had any large contributors or contributions in the last two years?

If yes, please give details.

APPLICATION FOR AFFILIATE'S INCLUSION IN GROUP EXEMPTION

(Please Print or Type)

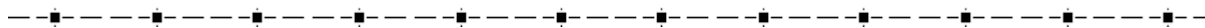
Special Attention: Pastors / Ministries

Subject: Group Exemption – Internal Revenue Service

This form is a request to be included in our group blanket federal exemption. This is a very important form and must be:

- A. Filled out
- B. Signed by the Pastor / President of Ministry
- C. Returned to mailing address of Corporate Secretary, along with your Affiliation Application.

This affects your status with the Internal Revenue Service for income tax deductible giving and income tax exemption, as well as with the Postal Department for permit mailing.



To: International Association of Ministries, Inc.
 Corporate Secretary
 28 – 27th St SW
 Mason City, Iowa 50401 USA
 Phone: 641.424.4038

With my signature as President of our local *(Please Circle Appropriate Title)* **Church / Ministry / School**, I certify that I am hereby authorized and do request for *(Please Circle Appropriate Title)* **Church / Ministry / School**, an affiliation with and a charter from The International Association of Ministries, Inc. whose corporate office is in St. Paul, Minnesota and we declare that we are subject to the authority there of.

I hereby request this *(Please Circle Appropriate Title)* **Church / Ministry / School** be included in your group exemption under Section 501(C) 3 of the Internal Revenue Code, as amended and any superseding section with the Internal Revenue Service.

Respectfully,

Signed: _____
(Pastor / President of Ministry)

Date: _____

Official Name of Affiliate: _____

Location of Affiliate Ministry: _____

Street Address

City _____ State _____ Zip Code _____
 (_____) _____

Contact Phone Number

AFFILIATION RESOLUTION DOCUMENT

We, the members and directors of

(NAME OF CHURCH / MINISTRY / SCHOOL)

Desiring to be affiliated with and chartered by The International Association of Ministries, Inc, hereinafter referred to as I.A.M., do hereby adopt the following resolutions:

WHEREFORE, LET IT BE RESOLVED, that all members of

(NAME OF CHURCH / MINISTRY / SCHOOL)

Believe in and adhere to all points of the Statement of Faith of I.A.M. and no future members shall be admitted who do not so adhere in writing.

BE IT RESOLVED, that _____

(NAME OF OFFICER OF SAID CHURCH / MINISTRY/ SCHOOL)

of _____ is hereby

(NAME OF CHURCH / MINISTRY / SCHOOL)

authorized to request affiliation with I.A.M.

BE IT RESOLVED, that _____

(NAME OF CHURCH / MINISTRY / SCHOOL)

shall be organized and operated exclusively for charitable, religious, educational and scientific purposes within the meaning of Section 501(c)3 of the Internal Revenue Code of 1954, as amended (or any superseding provisions), including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c) 3 of the Code.

BE IT RESOLVED, that _____

(NAME OF CHURCH / MINISTRY / SCHOOL)

shall operate as a Church /Ministry /School under the meaning of Section 170 (B) 1 (A) I of the

(CIRCLE APPROPRIATE TITLE)

Internal Revenue Code.

BE IT RESOLVED, that no part of the net earnings of the Affiliate shall inure to the benefit of, or be distributable to its members, directors, officers, or other private persons, except that the Affiliate shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its exempt purposes. No substantial part of the activities of the Affiliate shall be for the carrying on of propaganda or otherwise attempting to influence legislation, and the Affiliate shall not participate in or intervene in (including the publishing or distributing of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these Articles, the Affiliate shall not engage in any activities not allowed:

- A. By an organization exempt from Federal income tax under Section 501 (c) 3 of the Internal revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law.
- B. By an organization, contributions to which are deductible under Section 170 (b) 1 (a) I of the Internal revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law.

BE IT RESOLVED, that this Affiliate is not a private foundation within the meaning of Section 509 (a) of the Internal Revenue Code of 1954 as amended or any superseding Section.

BE IT RESOLVED, that this Affiliate shall observe and be bound by the Statement of Faith and other general rules of I.A.M. and shall be subject to the general supervision and control of the Board of Directors of I.A.M., insofar as is required under statutes, rules and regulations pertaining to Federal Group exemption.

BE IT RESOLVED, that upon dissolution of this Affiliate and the closing of its affairs, the assets of the Affiliate shall be distributed as stated in the Affiliated Articles and Bylaws.

BE IT RESOLVED, that this Affiliate shall be authorized to participate in a group exemption letter with I.A.M. under the provision of Section 501(c) 3 of the Internal Revenue Code of 1954, as amended or any superseding Section.

BE IT RESOLVED that the Federal Employee Identification Number or a completed form SS-4, signed by an officer of the Affiliate shall be supplied to the I.A.M.

BE IT RESOLVED, that the Treasurer of this Affiliate shall keep records of finances received and disbursed.

BE IT RESOLVED, that the Secretary of the Affiliate shall take and preserve minutes of all meetings.

BE IT RESOLVED, the Affiliate will continue to be solely responsible for compliance with all local, State, and Federal laws and will be agents of I.A.M. only in the spreading of the Gospel of Jesus Christ and for no other purpose.

DATED: this _____ day of _____, _____

SIGNED: _____
(PASTOR / PRESIDENT OF AFFILIATE)

**STATEMENT FROM AFFILIATE
TO
THE INTERNATIONAL ASSOCIATION OF MINISTRIES, INC**

(NAME)

(STREET ADDRESS)

(CITY) (STATE) (ZIP CODE)

does hereby apply to associate and be under the general supervision and guidelines of The International Association of Ministries, Incorporated as an Affiliate.

We agree to come under the Group Exemption of The International Association of Ministries, Incorporated its policies and directives as their Corporate Board may dictate.

I, _____, *(please print your name)*

a member of _____
(please print the affiliate's name)

hereby verify that on the _____ day of _____ *(month)* at _____ *(a.m. / p.m.)* o'clock a congregational / business meeting was held and a unanimous vote taken to approve joining The International Association of Ministries, Incorporated as an Affiliate under their Group Exemption and we do hereby agree to the following:

- The month of December as our business calendar year end.
- Within ninety (90) days following the calendar year end, submitting a detailed financial report to the Secretary/Treasurer of The International Association of Ministries, Incorporated.

Signed: _____

Title: _____

Date: _____