

Instructions in connection with establishing a Chapter of Full Gospel Business Men's Fellowship in America

Affiliation with Full Gospel Business Men's Fellowship in America (hereinafter 'FGBMFA') must be a voluntary act of the Group and its officers after careful and considered evaluation of FGBMFA and its operations.

The sole purpose of these instructions is to advise Members that are in the process of establishing a Chapter of FGBMFA as to the appropriate procedures for purchasing assets and opening accounts. Please be advised that this Memorandum of Instructions is NOT to solicit any Group which is now affiliated with another organization, but rather to inform those Groups which have already made the election to join FGBMFA.

* * *

FGBMFA. With the blessings and encouragement of the Lord, **Full Gospel Business Men's Fellowship in America**, an **American corporation for Americans**, was organized on July 28, 2006 with a premise that a Fellowship must be operated on a righteous basis, hold to democratic principles, permit open discussion of all relevant matters, and permit secret ballots anytime a Director or Delegate requests a secret written ballot.

The Procedure. If the Members of your Group have thoroughly discussed the issues and made an election (by secret ballot, if requested) to affiliate with FGBMFA, then it is suggested that your Group [a] follow the 'Eight Steps in Starting a New Chapter' and [b] adhere to the following:

1. Advise current members of the other organization that their membership continues in that organization, unless that organization has revoked their Membership with or without cause.
2. **Do not commingle funds** of the 'old group' with the 'new Chapter'. Open a new bank account for the new Chapter. In accordance with the recent instructions issued by the Internal Revenue Service, the new Chapter of FGBMFA must obtain its own Tax Identification Number (hereinafter TIN). The required form (IRS form SS-4) is included in the 'New Chapter Packet'. Submit one copy of the Application to the National Office of FGBMFA, retain a copy for the Chapter. The National Office will obtain your TIN and furnish a hard copy of the TIN to you.
3. If the FGBMFA Chapter can use any of the assets owned by the 'old group', then the Chapter must purchase the subject asset at its 'fair market value'. Fair market value is defined as the price at which an independent willing Seller and an independent willing Buyer would exchange the subject asset for cash.
4. Setup new recordkeeping procedures, properly mark purchased assets, and perform all other procedures necessary or desirable to establish your new Chapter.
5. DO NOT use the logo or insignias of the other organization on your letterhead, brochures, banners, displays, or on other printed or internet media. FGBMFA has its own distinctive logo which can be viewed on and extracted from the website under 'Downloads'. One Membership pin will be given to all new members; additional pins may be purchased for \$5.00 each.
6. Advise current members of the other group that they are welcome at all FGBMFA functions and events – meetings, advances, rallies, and conventions. We are all brothers in the Lord with the mission of reaching men and women for Jesus Christ!

Your inquiry is cordially invited if you have any questions or need additional information.
You may reach me by phone at 503.292.2161 or by e-mail at info@fgbmfamerica.org

May our Lord and Savior anoint FGBMFA as it covers our great nation to 'Restore the Vision'.