



**CHURCH
CHARTER CONTINUATION**
for Tax Exemnt Status

OFFICE USE ONLY
Date Rec'd: _____
Am't. Rec'd.: _____
<input type="checkbox"/> President's applic. appr'd.
<input type="checkbox"/> All Charter fees paid up.
<input type="checkbox"/> Status same ___ Chg'd ___
<input type="checkbox"/> Renewal approved
By _____

Kingsway Ministries, Inc. a/k/a

KINGSWAY FELLOWSHIP INTERNATIONAL

3707 SW 9th, Des Moines, Iowa 50315-3047 U.S.A.
Telephone: (515) 283-0197 FAX (515) 283-0198

1. Charter applied for: _____ Affiliate (*Tax-exempt*) _____ Associated (*Spiritual Covering only*)
- 2 (a). The **full legal name** of your church/organization (*as appears on your Articles of Incorporation*): **PRINT CLEARLY** _____
- 2 (b). Please list any dba, a/k/a or other abbreviated names you use:

3. Full legal address of your church/organization (*this must be a street address*):
Address _____ City _____
State _____ Zip _____ Phone _____
4. Mailing address of your church/organization (*if different than above*)

5. Your Employer Identification Number (EIN#) is _____
6. Our ministry is now functioning as: _____ A Church _____ A Religious Organization
This has changed since last year. _____ Yes _____ No (*NOTE: If you have any questions about your selection, call the home office.*)
7. Have you changed any of the purposes or character of operation in your ministry?
____ Yes ____ No If yes, please attach copy (*Bylaws or Art. of Inc.*) of exactly what was changed & highlight it.
8. _____ I have attached a copy of my ministry's current ANNUAL REPORT for my state nonprofit corporation (if required by your state) **OR** a list of current Board of Directors that we may verify that the majority of your Board members are not related.
9. Our Annual Business Meeting was held on (*Date*) _____
- 10.(a & b) _____ Attached is a copy of our **Annual** Business Meeting minutes and Fiscal Financial Report to validate it was held (**or**) a statement signed by the President and legal Secretary stating you held an Annual Business Meeting with your Board of Directors and a Financial Fiscal Report was presented to each Board Member.
- 10.(c) _____ **We have a copy of the Annual Minutes & Fiscal Finance Report** with our permanent legal Corporation files.
12. _____ We understand this Charter covers our tax exempt status, **BUT does NOT** provide **any** insurance coverage of any kind. (*You are responsible for your own insurance coverage.*)
13. _____ We have a separate Corporation Bank Account opened for this tax exempt Corporation, using our own Federal E.I.N. # (*Employer Identification Number*) NOT MY personal Social Security number.

14. ___ I have **attached** a check for \$125.00 (non Refundable) for our Charter Continuation: *(Charter year is November 1st thru October 31st)*

15 (a). ___ The President's personal Ministerial Credentials with KFI are current? ___ Yes ___ NO

(If answer is No, please attach a note of explanation or complete #15b).

15 (b). ___ Another major officer holds current credentials with KFI - Name: _____

16. Signature of Pastor/President: _____

Date signed: _____

Home Phone: _____

Ofc Phone: _____

Church/Ministry Treas. _____

FAX No: _____

Address: _____

Email Address: _____

Church/Ministry Treas. Home Phone: _____

It is understood, unless this continuation form is fully completed, signed and returned to the KFI office with the annual fee enclosed, Kingsway Fellowship International will be required to report your ministry as "inactive" with the Internal Revenue Service. This means your ministry will **NOT BE TAX EXEMPT** after October 31st of your last paid up year. **NOTE:** We can **NOT** renew your Charter if the President or a major officer is **NOT current** on personal ministerial credentials as well

17. If you are NOT a Church but a Religious Organization, please list in detail the what you are doing in your Ministry
