

**Be part of the *Action***

***Become a Missions Fest  
Sponsoring Church***



**Missions Fest<sup>®</sup>**  
V A N C O U V E R

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## What do we mean by a Missions Fest “Sponsoring Church”?

### A Sponsoring Church...

1. Identifies with the purposes of Missions Fest as stated in the Policies of Missions Fest\* and agrees with the Statement of Faith\* that is adopted by Missions Fest.
2. Understands that the defining marks of a Sponsoring Church is the following:
  - A Sponsoring Church agrees to appoint one or two official representatives (maximum of two) who will...
    - a. serve as liaison between our church and Missions Fest
    - b. assist in planning the next Festival by attending the regular planning sessions. (5 per year)
    - c. help recruit volunteers needed to facilitate the festival.
    - d. help advertise Missions Fest events in our church
    - e. attend the annual general meeting as a member\* of the Society ( held in April each year).

(See **Appointment of Church Representative(s)** form on the back of this page.

2. Marks the weekend of Missions Fest on their church calendar and invites their people to attend by making pulpit announcements and by distribution of publicity materials.
3. Agrees to make a financial donation to assist with the preparations for the coming festival. (A guideline is \$2.00 per person based on their church’s average attendance.)

*\*Policies, the Statement of Faith and Membership forms may be found further down in this information package and are also available on the FORMS page of our website – [www.missionsfestvancouver.ca](http://www.missionsfestvancouver.ca) Username: formsuser Password: missions*

## What does Missions Fest do for the Sponsoring Church?

1. Missions Fest helps your people develop a passion for the spiritually lost.
2. Missions Fest develops in your people an understanding of the needs of others, and how they can personally make a difference.
3. Missions Fest gives you access to information
  - early access to bulletin inserts, Program Guide Magazines and a Promotional DVD
  - unlimited information on world missions and opportunities to serve, during the conference and throughout the year
4. Missions Fest gives you discounts to Youth Rallies.
5. Missions Fest publicizes your church in “Missions Fest” materials.
6. Missions Fest provides opportunities for the local church to have input into planning a major missions event locally.
7. Missions Fest brings you a world class conference and festival.

# MISSIONS FEST™ POLICIES

## **DEFINITION OF MISSIONS:**

The bringing of people into the Kingdom of God, nurturing them, and discipling them in Christian maturity.

## **GOALS:**

To inform and challenge the Christians to their responsibility and involvement in world evangelization and missions. Missions Fest™ includes a broad spectrum of Christian denominations and organizations. Care will be taken to ensure that one organization, denomination or movement is not given excessive exposure. The emphasis will be to serve the church of Christ in glorifying and honouring our Lord.

## **THE Missions Fest™ MANAGEMENT TEAM:**

This team consists of Official Representatives appointed by each Sponsoring Church. A maximum of two can be appointed. A representative can become a member of the Missions Festival (Missions Fest™) Society and vote on matters of policy. He/she is expected to attend at least 3 out of 5 planning meetings and select an area of responsibility in which to plan. If a member does not attend planning meetings for one year, his/her membership will be withdrawn. This person is also expected to inform his/her church about current plans and assist with publicity and recruiting volunteers for facilitating the conference.

A “Sponsoring Church” is one which agrees with the goals, policies, financial involvement and the doctrinal statement of Missions Fest™. It agrees to post “Missions Fest™” weekend on the church calendar and encourage members to attend.

The Board of Directors. The Management Team will elect from among its membership, Directors consisting of: Chairman, Vice-Chairman, Treasurer, Secretary and Members-at-large. Not more than one Director per congregation is allowed to fill this role. The Board will be responsible to the Management Team for their decisions and actions. Board members are chosen from among representatives who have served at least one year.

The term of office for each Board member is two years. A board member who has served for six consecutive years shall not be considered eligible for re-election for a period of one year. In order to provide continuity, approximately one-half of the officers will be elected each year.

The Nominating Committee consists of two Board members who are not eligible for re-election in the current year, and three members of the Society who are not Board members. A new non-board member is elected each year to the nominating committee and serves a three year term. The chairman of the committee is the longest serving non-Board member.

Representatives from Christian organizations may sit in on planning meetings as resource people but are not given a vote.

Frequency of Meetings. This team will meet September, October, November, January, February and April, to plan and implement the program each year. Normally, the third Thursday evening has been designated.

## **EXHIBITORS at Missions Fest™**

Missions Fest™ will make every effort to include a balanced and broad perspective of evangelical mission organizations.

Agencies are required to:

1. Be in agreement with the Missions Fest™ doctrinal statement;
2. Show financial accountability (CCCC, IFMA, or audit), be registered with the local government and be willing to provide documentation upon request;
3. Provide a history of consistent Christian testimony;
4. Have an evangelical/mission emphasis.

## **EXHIBITORS at Missions Fest™ (Continued)**

A potential exhibitor must first provide its published Statement of Faith and Statements of Purpose & Activities for approval and history of impact, before being provided an application for participating at Missions Fest™.

A limited number of “commercial displays” may be accepted providing they are seen as an active resource to missions.

***Exhibitors will be allowed to sell up to 10 items, including books, resource manuals, and missions related CDs through a consignment arrangement with the official on-site bookstore. Exhibitors will be allowed to distribute free of charge CDs or DVDs, literature, and missions related materials at their booth. Handcrafts, artifacts, and other items are not to be sold or offered for a donation at the conference.***

If organizations wish to sell materials through the on-site bookstore as a necessary part of the functioning aspect of the organization, but are not authored and/or published by them, they must list them for approval by the Board no later than one month before the conference.

Missions Fest™ reserves the right to accept or refuse any organization.

Display Area. Missions Fest™ will endeavor to provide adequate and suitable display space for each organization’s request. Each organization will be treated on an equal basis. In situations where an organization requests additional space, the Planning Team reserves the right to grant this request providing there is space available.

Missions Fest™ will provide for each display space one chair. If request is made for a table, electrical outlets or additional chairs, Missions Fest™ will provide these for a fee. Missions Fest™ cannot provide electrical fixtures such as extension cords, etc.

Each organization requesting display space will be required to pay a rental fee as established by the Missions Fest™ Management Team and/or the Board of Directors.

### **PLENARY SPEAKERS:**

Plenary speakers should be people who have a definite interest and/or involvement in missions. He/she ought to be a strong communicator.

The choice of plenary speakers for each year should include if possible a Bible teacher, a woman, a person who can communicate to youth, a non-Western person, a missionary (or combination) in order to maintain a balance of interests.

Each plenary speaker should try to present a broad vision of world missions and not use the time to emphasize the organization he/she represents.

Because Missions Fest™ welcomes such a variety of organizations and denominations, speakers are requested to avoid making comments or inferences that could be considered derogatory to another missions organization or denomination. The speaker should try to depict an accurate picture of the “missions field” and seek to glorify and honour the Lord.

Since a public challenge is often presented by the plenary speaker, speakers should confer with the leadership of Missions Fest™ as to procedure and follow-up plans already made.

Missions Fest™ will reimburse plenary speakers for costs incurred such as travel, lodging, meals and an honorarium. Plenary speakers are asked to concur with Missions Fest™ first in regard to travel plans in order to keep costs at a minimum. Missions Fest™ does not reimburse air travel above economy status. Missions Fest™ makes the final decision on travel ticketing.

Plenary Speakers are required not to accept engagements in the Vancouver area up to one week before the conference beginning.

## **SEMINARS & PRESENTATIONS**

Missions Fest™ provides opportunities for organizations and individuals to present relevant missions topics in workshops and seminars. Each year a theme is chosen for the conference. Presenters are requested to give consideration to the current theme when submitting their seminar topic. The Seminar Committee will give consideration to each submission and make selections on the basis of past performance, topic, and the number of submissions on each subject.

Presenting a seminar is a privilege is not to be taken as an opportunity to appeal for funds. The seminar should be informative/equipping in content. No solicitation for finances is permitted in the presentation or media used. If the presenter is asked specifically how his/her organization is financed, the questions may be answered. Selling books or recordings, or giving them away for a donation, is not permitted.

Presenters must provide a meaningful description of their session to the Missions Fest™ Seminar Committee for early publicity i.e. five months prior to the conference. An outline of the session should be available within four weeks of the acceptance of the topic. Missions Fest™ reserves the right to decide which seminars they wish to have presented.

As Missions Fest™ has only limited access to audio-visual equipment, each presenter is requested to provide his/her own. Seminar presenters are invited to participate at their own expense. We regret that no honorarium is available for this participation.

## **FINANCIAL POLICIES**

The Board of Directors appoints a Treasurer among its members who oversees all financial transactions and the keeping of records. He/she makes regular reviews and keeps the Board and Management Team informed of all trends and records.

The Treasurer gives notice to the Board of Directors for the need to form a Budget Committee. It prepares an annual budget for approval early in the fiscal year.

Each supporting church congregation will be invited to make donations to Missions Fest™ in order to make preparations for the coming festival. The guideline is \$2.00 per person attending the church.

Each organization requesting display space will be asked to pay a rate for space, table, chairs and/or electricity. A discount applies if spaces are registered before deadline dates such as May 31 and October 31. Rate changes will be posted each year. Deadline dates for each rate will also be posted and be observed according to date delivered to office and/or postmark on envelope. Only upon receipt of full payment is a registration considered complete and booked.

Because Missions Fest™ is designed for the entire family, and because we do not wish anyone to be prevented from coming, no general registration fee will be charged. The main financial support is received through donations given at each plenary session and in donation boxes placed around the conference. Income tax receipts will be issued for gifts where a name and address are provided. Certain events within the conference will require advance payment of tickets such as luncheons and selected youth rallies.

In summary, the three main sources of funding are:

1. Donations from the Sponsoring Churches
2. Space rental from the agencies and organizations that have an exhibit, and
3. Donations in the offerings and mailed during the year.

Special projects or individual “love” offerings are not permitted in any Missions Fest event.



**Missions Festival (Missions Fest™) Society, 7200 Cariboo Road, Burnaby, BC Canada V3N 4A7**

# Benefits of Being a Missions Fest Sponsoring Church

Missions Fest is...churches working together.

## By Pooling our Resources....

- We are able to invite **several world-renowned speakers** annually who would otherwise be out of reach for most sponsoring churches.
- We are able to **attract experienced mission personnel** to present over one hundred relevant seminars for free. This would be prohibitively expensive for individual churches.
- We are able to provide high quality age-specific programs for children, youth and adults - **for the whole family.**
- We are able to attract **hundreds of mission agencies** to come and offer world-wide opportunities and expertise to our own local people.
- We are able to use and acquire **first-class facilities** for a variety of uses such as seminars, rallies, and exhibits, which attract participants from beyond our local area.
- We are able to offer **discounts on accommodations** in first-class hotels in close proximity to the conference centre.
- We are able to provide sponsoring churches with **discounts on some ticketed events.**
- General **admission** to the conference is **FREE!**

## By Working Together...

- We provide opportunities for individual church members to **hear God's call** and we encourage them to confirm this with their own pastor.
- We provide opportunities for your members to **explore and use one's giftedness** and to be affirmed and encouraged in this.
- We raise awareness of needs around the world which in turn develops a **healthy, outward focus** beginning with the local community around your church.
- We provide **educational opportunities** for individuals who will become a valuable resource within your church. This also includes educational missions materials at a discounted rate.
- We provide **fresh perspectives** and support for your missions committees.
- We affirm **unity in the body of Christ** by bringing together individuals from many different denominations.

## Other Benefits...

- Individuals in sponsoring churches tend to become **generous givers.**
- Compassion and caring for others increases.
- Your people are given the **"big picture" of world missions**, so that it places your church's missions in perspective.
- The **local congregation** is in the "driver's seat". This event belongs to the local church and exists only on this basis. You have a say in the planning of Missions Fest.
- Having become **North America's largest annual world missions conference** sponsored by local churches, God is using it to have a major impact on the world at large.
- We provide an opportunity for your church to be seen as having **a significant part in global mission**, not only within one's denomination but also within the greater Body of Christ.
- Discounts on tickets and Video Classics as well as advance access to bulletin inserts, Program Guide Magazines and the promotional DVD.

# STATEMENT OF FAITH

Mission Fest includes a broad spectrum of Christian denominations and organizations. Care will be taken to ensure that no one organization, denomination or movement is given excessive exposure. The emphasis will be on serving the church of Christ and on glorifying and honouring our Lord.

We believe...

1. That there is only One God, eternally existent in Three Persons: Father, Son and Holy Spirit;
2. In the divine inspiration of Holy Scriptures, both the Old and New Testaments, and its consequent entire trustworthiness and supreme authority in all matters of faith and conduct;
3. In the universal sinfulness and guilt of human nature since the fall, making man subject to God's wrath and everlasting damnation;
4. In the substitutionary sacrifice of the incarnate Son of God as the sole ground for redemption from the guilt, penalty and power of sin;
5. In the justification of the sinner by the grace of God through faith alone in Christ crucified and risen from the dead.
6. In the illuminating, regenerating, indwelling and sanctifying work of God, the Holy Spirit, in the believer;
7. In the unity and common priesthood of all true believers, who together form the one universal Church, the Body of which Christ is the Head;
8. In the expectation of the personal, visible return of the Lord Jesus Christ; and...  
In the mandate to go and make disciples of all nations, baptizing them in the name of the Father, Son and Holy Spirit and teaching them to obey everything that is commanded.

We, as a church, wholeheartedly agree with and endorse the Missions Fest Statement of Faith as stated.

Signed \_\_\_\_\_

Print Name \_\_\_\_\_

Church \_\_\_\_\_

Date \_\_\_\_\_

Please return this document with your application form to:

Missions Fest, 7200 Cariboo Road, Burnaby, BC V3N 4A7

# Missions Fest 2011 Sponsoring Church Registration Form

(Calendar year: March 1, 2010 to February 28, 2011)  
Sponsoring Church Agreement with Missions Festival (Missions Fest) Society

As a Sponsoring Church, we identify with the purposes of Missions Fest as stated in the Policies of Missions Fest\* and we agree with the Statement of Faith\* that is adopted by Missions Fest.

We understand the defining marks of a Sponsoring Church to be the following:

1. We agree to appoint one or two official representatives (maximum of two) who will...
  - a. serve as the liaison between our church and Missions Fest
  - b. assist in planning the next Festival by attending the regular planning sessions. (5 per year)
  - c. help recruit volunteers needed to facilitate the festival.
  - d. help advertise Missions Fest events in our church
  - e. attend the annual general meeting as a member\* of the Society ( held in May each year).

(See **Appointment of Church Representative(s)** form on the back of this page.

2. We agree to mark the weekend of Missions Fest 2010 (**January 28 – 30, 2011**) on our church calendar and invite our people to attend by making pulpit announcements and by distribution of publicity materials.

3. We agree to make a financial donation to assist with the preparations of the coming festival.

(A guideline is \$2.00 per person based on the church's average attendance.)

\*Missions Fest Policies, Statement of Faith and Membership forms are all available on the FORMS page of our website – [www.missionsfestvancouver.ca](http://www.missionsfestvancouver.ca) Username: formsuser Password: missions

New sponsoring church       Continuing sponsoring church

Date \_\_\_\_\_

\_\_\_\_\_  
Sr. Pastor's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Pastor's Email

\_\_\_\_\_  
Youth Pastor (or leader)

\_\_\_\_\_  
Email

\_\_\_\_\_  
Church Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Fax

\_\_\_\_\_  
City

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Church Email

\_\_\_\_\_  
Web Page:

Permission to Link to Church's email?     Yes     No

To Church's Home page?     Yes     No

No. of bulletin inserts requested \_\_\_\_\_ No. of magazines requested \_\_\_\_\_

Cheque Enclosed:      \$ \_\_\_\_\_      Average Attendance: \_\_\_\_\_

Renewal deadline in order to be included in the Sponsoring Churches listing in the conference Program Magazine: **Sept 30, 2010**

- Benefits:**
1. Discounts on youth and young adult tickets up to 2 days before the conference.
  2. Advance access to Program Guide Magazines, Promotional DVD and bulletin inserts.
  3. Training of volunteers who participate with other Christians in a dynamic conference.

**Mail to:** Missions Fest, 7200 Cariboo Road, Burnaby, BC V3N 4A7 Canada Tel. 604-524-9944 Fax. 604-524-4690

(Use the form on the back of this page to appoint your representative(s))

## Appointment of Church Representative(s) to Missions Fest Vancouver

### Job Description

The official church representative will:

- a. serve as liaison between our church and Missions Fest
- b. assist in planning the next Festival by attending the regular planning sessions. (5 per year – Sept, Oct, Nov, Jan, Feb)
- c. help recruit volunteers needed to facilitate the festival.
- d. help advertise Missions Fest events in our church
- e. attend the annual general meeting as a member of the Society (held in May each year).

### Instructions

1. Find one or two suitable persons of integrity and stature from your congregation.
2. Bring their names to your board of leadership for approval.
3. If approved, invite them to serve as appointed representatives to Missions Fest.
4. Have these forms completed and signed as acknowledged by the person(s) invited to stand for this position.
5. Then have these forms signed by an authorized person from the church.
6. Attach this document to the Church Registration/Renewal form.
7. Mail to: Missions Fest, 7200 Cariboo Rd., Burnaby, BC Canada V3N 4A7

### Church Representative #1:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Prov. P C

Tel. (day) \_\_\_\_\_ Tel (eve) \_\_\_\_\_ Cell \_\_\_\_\_

Email: \_\_\_\_\_

Acknowledgement signature of church rep: \_\_\_\_\_

Signature of Authorized Person \_\_\_\_\_ Date: \_\_\_\_\_

### Church Representative #2:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Prov. P C

Tel. (day) \_\_\_\_\_ Tel (eve) \_\_\_\_\_ Cell \_\_\_\_\_

Email: \_\_\_\_\_

Acknowledgement signature of church rep: \_\_\_\_\_

Signature of Authorized Person \_\_\_\_\_ Date: \_\_\_\_\_



## Application for Membership

in

The Missions Festival (Missions Fest) Society  
7200 Cariboo Road, Burnaby, BC V3N 4A7

To the Board of Directors:

I hereby apply to be a member of this Society and declare the following:

1. I am over 18 years of age.
2. I have been a member in good standing for at least one year, of a church which subscribes to the tenets of faith of this Society, and I continue to be a member in good standing of this church.
3. I have been appointed by my Sponsoring Church to represent my church.
4. By signing below, I hereby give written evidence of my wholehearted agreement with the Constitution of the Society (available upon request).
5. I realize that if I am not actively attending the Management Team Planning Meetings during the year, my membership (if approved) will be withdrawn. I am expected to participate in a minimum of three Management Team Planning Meetings during a fiscal year. i.e. March 1 to February 28.
6. I am aware that my responsibilities as a member of the society are:
  - a. serve as liaison between our church and Missions Fest
  - b. assist in planning the next Festival by attending the regular planning sessions.  
(5 per year – Sept, Oct, Nov, Jan, Feb)
  - c. help recruit volunteers needed to facilitate the festival.
  - d. help advertise Missions Fest events in our church
  - e. attend the annual general meeting as a member of the Society (held in April each year)

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
(Please PRINT)

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone (Day) \_\_\_\_\_ Phone (Night) \_\_\_\_\_

Fax \_\_\_\_\_ Email: \_\_\_\_\_

Occupation: \_\_\_\_\_

Appointed Representative of \_\_\_\_\_  
(Name of Church)

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**For Missions Fest office use only:**

Date: \_\_\_\_\_ Approved by: \_\_\_\_\_

Board Member