

**Application for Recognition of Exemption  
Under Section 501(c)(3) of the Internal Revenue Code**

Do not enter social security numbers on this form as it may be made public.

Go to [www.irs.gov/Form1023](http://www.irs.gov/Form1023) for instructions and the latest information.**Note:** *If exempt status is approved, this application will be open for public inspection.*

Use the "?" buttons throughout this form for help in completing this application. For additional help, call IRS Exempt Organizations Customer Account Services toll-free at 1-877-829-5500.

If you cannot complete required responses within the textbox limits throughout this form, upload your additional narratives with the other required documents.

**Part I Identification of Applicant**

<b>1a</b> Full Name of Organization (exactly as it appears in your organizing document)				<b>b</b> Care of Name (if applicable)	
FOR FAITH & FAMILY INC					
<b>c</b> Mailing Address (Number, street and room/suite)		<b>d</b> City		<b>e</b> Country	
3270 CYPRESS LANE		TAHLEQUAH		United States	
<b>f</b> State		<b>g</b> Zip Code + 4	<b>h</b> Foreign Province (or State)		<b>i</b> Foreign Postal Code
Oklahoma		74464			
<b>2</b> Employer Identification Number		<b>3</b> Month Tax Year Ends		<b>4</b> Person to Contact if More Information is Needed (officer, director, trustee, or authorized representative)	
99-1372919		DECEMBER		SUSAN CHARBONEAU	
<b>5</b> Contact Telephone Number		<b>6</b> Fax Number (optional)		<b>7</b> User Fee Submitted	
918-431-1040		918-431-1045		\$600.00	
<b>8</b> Organization's Website (if available):					
<b>9</b> List the names, titles, and mailing addresses of your officers, directors, and/or trustees.					
First Name: JON		Last Name: ASBILL		Title: VICE PRESIDENT	
Mailing Address: 10545 N 490 RD		City: TAHLEQUAH			
State (or Province): OK		Zip Code (or Foreign Postal Code): 74464			
First Name: ASHLEY		Last Name: STEVENS		Title: SECRETARY	
Mailing Address: 20951 SOUTH COOS THOMPSON ROAD		City: TAHLEQUAH			
State (or Province): OK		Zip Code (or Foreign Postal Code): 74464			
First Name: MIKE		Last Name: CRAWLEY		Title: TREASURER	
Mailing Address: 1090 WILCOX CIRCLE		City: TAHLEQUAH			
State (or Province): OK		Zip Code (or Foreign Postal Code): 74464			
First Name:		Last Name:		Title:	
Mailing Address:		City:			
State (or Province):		Zip Code (or Foreign Postal Code):			
First Name:		Last Name:		Title:	
Mailing Address:		City:			
State (or Province):		Zip Code (or Foreign Postal Code):			

☐ Check here to add more officers, directors, and/or trustees.

**Part II Organizational Structure**

- 1** You must be a corporation, limited liability company (LLC), unincorporated association, or trust to be tax exempt.

Select your type of organization.

☒ Corporation

At the end of this form, you must upload a copy of your articles of incorporation (and any amendments) that shows proof of filing with the appropriate state agency.

☐ Limited Liability Company (LLC)

At the end of this form, you must upload a copy of your articles of organization (and any amendments) that shows proof of filing with the appropriate state agency. Also, if you adopted an operating agreement, upload a copy, along with any amendments.

☐ Unincorporated Association

At the end of this form, you must upload a copy of your articles of association, constitution, or other similar organizing document that is dated and includes at least two signatures. Include signed and dated copies of any amendments.

☐ Trust

At the end of this form, you must upload a signed and dated copy of your trust agreement. Include signed and dated copies of any amendments.

- 2** Enter the date you formed. (MM/DD/YYYY)

02/15/2024

- 3** Select your state (or U.S. territory) of incorporation or other formation. If you were formed under the laws of a foreign country, select Foreign Country.

Oklahoma

- 4** Have you adopted bylaws? If "Yes," at the end of this form, upload a current copy showing the date of adoption. If "No," explain how you select your officers, directors, or trustees.

☒ Yes ☐ No

- 5** Are you a successor to another organization?

☐ Yes ☒ No

Answer "Yes" if you have taken or will take over the activities of another organization, you took over 25% or more of the fair market value of the net assets of another organization, or you were established upon the conversion of an organization from for-profit to nonprofit status. If "Yes," complete Schedule G.

**Part III Required Provisions in Your Organizing Document**

Part III helps ensure that, when you submit this application, your organizing document contains the required provisions to meet the organizational test under section 501(c)(3).

If you cannot check "Yes" in both Lines 1 and 2, your organizing document does not meet the organizational test. DO NOT file this application until you have amended your organizing document. Remember to upload your original and amended organizing documents at the end of this form.

- 1** Section 501(c)(3) requires that your organizing document limit your purposes to one or more exempt purposes within section 501(c)(3), such as charitable, religious, educational, and/or scientific purposes.

*The following is an example of an acceptable purpose clause: The organization is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.*

Does your organizing document meet this requirement?

☒ Yes ☐ No

- 1a** State specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document (Page/Article/Paragraph):

ARTICLE IV(a) through IV(f)

- 2** Section 501(c)(3) requires that your organizing document provide that upon dissolution, your remaining assets be used exclusively for section 501(c)(3) exempt purposes, such as charitable, religious, educational, and/or scientific purposes. Depending on your entity type and the state in which you are formed, this requirement may be satisfied by operation of state law.

*The following is an example of an acceptable dissolution clause: Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.*

Does your organizing document meet this requirement?

☒ Yes ☐ No

- 2a** State specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document (Page/Article/Paragraph) or indicate that you rely on state law.

ARTICLE XII SECTION 2(a)

**Part IV Your Activities**

**1** Describe completely and in detail your past, present, and planned activities. Do not refer to or repeat the purposes in your organizing document.

For each past, present, or planned activity, include information that answers the following questions:

- a. What is the activity?
- b. Who conducts the activity?
- c. Where is the activity conducted?
- d. What percentage of your total time is allocated to the activity?
- e. How is the activity funded (for example, donations, fees, etc.) and what percentage of your overall expenses is allocated to this activity?
- f. How does the activity further your exempt purposes?

**PRESENT ACTIVITIES:**

a. Activity: Currently, we are focusing on foundational activities necessary for establishing the new church in Tahlequah, OK. This includes community engagement, organizing worship services, discipleship programs and Bible studies, and developing outreach programs to connect with the local population.

b. Who Conducts the Activity: The pastoral team and Ministry team leaders supported by a group of volunteers.

c. Where Conducted: These activities are conducted in temporary locations such as rented halls, community centers, and homes of church members in Tahlequah.

d. Percentage of Time Allocated: 50 percent is allocated to Organizational worship, discipleship programs and bible studies, 20 percent to developing outreach programs and 30 percent to community engagement. We are in the crucial stages of establishing the church.

e. Funding: The activities are funded through donations, tithes, and contributions from our existing church community. This constitutes approximately 60 percent of our current expenses.

f. Furthering Exempt Purposes: These activities are directly aligned with our mission to establish a new faith community, provide spiritual guidance, and create a space for worship and community service in Tahlequah.

**PLANNED ACTIVITIES:**

a. Activity: We plan to expand our ministry by offering more structured programs such as youth outreach, family counseling, educational workshops, and community service initiatives. We also plan to establish a permanent worship space in Tahlequah, OK.

b. Who Will Conduct the Activity: The pastoral team will lead these activities, with significant involvement from church members, ministry leaders, and volunteers.

c. Where Will the Activity Be Conducted: The activities will be conducted in our new church building, once established, and throughout the Tahlequah community.

d. Percentage of Time to be Allocated: We anticipate 100 percent of our time to these activities as the church grows.

e. Funding: These activities will be funded through a combination of donations and tithes. These will account for approximately 50 percent of our future expenses.

f. Furthering Exempt Purposes: These planned activities are essential for the growth and sustainability of the church. They aim to meet spiritual, emotional, and social needs within the community, thereby furthering our mission of promoting faith, offering support, and serving the community in alignment with our religious beliefs.

**Part IV** Your Activities (continued)

- 2 Enter the 3-character NTEE Code that best describes your activities.

X20

Or check here if you want the IRS to select the NTEE Code that best describes your activities.

☐

- 3 Do any of your programs limit the provision of goods, services, or funds to a specific individual or group of specific individuals? For example, answer "Yes" if goods, services, or funds are provided only for a particular individual, your members, individuals who work for a particular employer, or graduates of a particular school. If "Yes," explain the limitation and how recipients are selected for each program.

☐ Yes☒ No

- 4 Do any individuals who receive goods, services, or funds through your programs have a family or business relationship with any officer, director, trustee, or with any of your highest compensated employees or highest compensated independent contractors? If "Yes," explain how these related individuals are eligible for goods, services, or funds.

☐ Yes☒ No

- 5 Do you or will you support or oppose candidates in political campaigns in any way? If "Yes," explain.

☐ Yes☒ No

- 6 Do you or will you attempt to influence legislation? If "Yes," explain how you attempt to influence legislation.

☐ Yes☒ No

**Part IV** Your Activities *(continued)*

- 6a** Did you or will you make an election to have your legislative activities measured by expenditures by filing Form 5768? ☐ Yes ☐ No  
If "No," describe whether your attempts to influence legislation are a substantial part of your activities. Include the time and money spent on your attempts to influence legislation as compared to your total activities.

- 7** Do you or will you publish, own, or have rights in music, literature, tapes, artworks, choreography, scientific discoveries, or other intellectual property? If "Yes," describe who owns or will own any copyrights, patents, or trademarks, whether fees are or will be charged, how the fees are determined, and how any items are or will be produced, distributed, and marketed. ☒ Yes ☐ No

Yes, Sermons & Teaching Materials: Ownership: Pastors & staff who create such materials retain the intellectual rights to their work. Fees: If materials are published or distributed, any fees associated with their use belong to the creator, with agreements in place for licensing if needed. Books & Music: Ownership: Books, music, or creative works produced by staff will be owned by the creator. The church will not claim ownership of these works. Licensing: Licensing agreements will be established between the church & the creators if the church wishes to use or distribute these works as part of its ministry. Fees: Fees associated with the licensing or sale of these works will be based on mutual agreements between the church and the creator. Fees will be based on standard industry practices or negotiated terms specific to the work. Creators will handle the production, distribution and marketing of their works. The church may offer support or platforms for promotion.

- 8** Do you or will you provide educational information to the general public on budgeting, personal finance, financial literacy, saving and spending practices, the sound use of consumer credit, and/or assist individuals and families with financial problems such as credit card debt and foreclosure by providing them with counseling? If "Yes," explain. ☐ Yes ☒ No

- 9** Do you or will you make grants, loans, or other distributions to organizations? If "Yes," describe the type and purpose of the grants, loans, or distributions, how you select your recipients including submission requirements (such as grant proposals or application forms), and the criteria you use or will use to select recipients. Also describe how you ensure the grants, loans, and other distributions are or will be used for their intended purposes (including whether you require periodic or final reports on the use of funds and any procedures you have if you identify that funds are not being used for their intended purposes). Finally, describe the records you keep with respect to grants, loans, or other distributions you make and identify any recipient organizations and any relationships between you and the recipients. If "No," continue to Line 10. ☒ Yes ☐ No

Church may provide grants & distributions to orgs. that promote spiritual growth & community well being. Grants may be used for specific projects, operations or outreach programs. Distributions may be made to qualified charitable org. that align w/Church's mission, i.e. missions work. Org's seeking grants or distributions are required to submit formal application/grant proposal, outlining purpose, intended use of funds, & expected outcomes, along with financial statements, project timelines, & desc. of org.'s mission & history. Recipients selection is based on alignment w/Church mission, commitment to faith-based initiatives, project impact & record of success. Recipient must submit periodic reports detailing use of funds & final reports at completion. If funds are not used as intended Church may pause distributions, require return of funds, or provide add'l oversight for compliance. Church will maintain records of orgs. relationships, accounting, applications & selection criteria.

**Part IV** **Your Activities** *(continued)*

- 9a** Do you or will you make grants, loans, or other distributions to organizations that are not recognized by the IRS as tax exempt under section 501(c)(3)? If "Yes," name and/or describe the non-section 501(c)(3) organizations to whom you do or will make distributions and explain how these distributions further your exempt purposes. ☐ Yes ☒ No

- 9b** Do you or will you make grants, loans, or other distributions to foreign organizations? If "Yes," name each foreign organization (if not already provided), the country and region within each country in which each foreign organization operates, any relationship you have with each foreign organization, and whether the foreign organization accepts contributions earmarked for a specific country or organization (if so, specify which countries or organizations). If "No," continue to Line 10. ☐ Yes ☒ No

- 9c** Do your contributors know that you have ultimate authority to use contributions made to you at your discretion for purposes consistent with your exempt purposes? If "Yes," describe how you relay this information to contributors. ☐ Yes ☐ No

- 9d** Do you or will you make pre-grant inquiries about the recipient organization? If "Yes," describe these inquiries, including whether you inquire about the recipient's financial status, its tax-exempt status under the Internal Revenue Code, its ability to accomplish the purpose for which the resources are provided, and other relevant information. ☐ Yes ☐ No

- 9e** Do you or will you use any additional procedures to ensure that your distributions to foreign organizations are used in furtherance of your exempt purposes? If "Yes," describe these procedures, including periodic reporting requirements, auditing grantees, site visits by your employees or compliance checks by impartial experts, etc., to verify that grant funds are being used appropriately. ☐ Yes ☐ No

**Part IV** Your Activities (continued)

- 9f** Do you share board members or other key personnel with the recipient organization(s)? If "Yes," identify the relationships.

☐ Yes ☐ No

- 9g** When you make grants, loans, or other distributions to foreign organizations, will you check the OFAC List of Specially Designated Nationals and Blocked Persons for names of individuals and entities with whom you are dealing to determine if they are included on the list? Describe any other practices you will engage in to ensure that foreign expenditures or grants are not diverted to support terrorism or other non-charitable activities.

☐ Yes ☐ No

- 9h** Will you comply with all United States statutes, executive orders, and regulations that restrict or prohibit U.S. persons from engaging in transactions and dealings with designated countries, entities, or individuals, or otherwise engaging in activities in violation of economic sanctions administered by OFAC?

☐ Yes ☐ No

- 9i** Will you acquire from OFAC the appropriate license and registration where necessary?

☐ Yes ☐ No

- 10** Do you or will you operate in a foreign country or countries? If "Yes," name each foreign country and region within each country in which you do or will operate and describe your operations in each one. If "No," continue to Line 11.

☐ Yes ☒ No

- 10a** When you conduct activities in foreign countries, will you check the OFAC List of Specially Designated Nationals and Blocked Persons for names of individuals and entities with whom you are dealing to determine if they are included on the list? Describe any other practices you will engage in to ensure that foreign expenditures or grants are not diverted to support terrorism or other non-charitable activities.

☐ Yes ☐ No

- 10b** Will you comply with all United States statutes, executive orders, and regulations that restrict or prohibit U.S. persons from engaging in transactions and dealings with designated countries, entities, or individuals, or otherwise engaging in activities in violation of economic sanctions administered by OFAC?

☐ Yes ☐ No

- 10c** Will you acquire from OFAC the appropriate license and registration where necessary?

☐ Yes ☐ No



**Part IV** Your Activities *(continued)*

- 11** Are you a sponsoring organization that maintains one or more donor advised funds? If yes, please provide a complete description of your program, including the specific advice that such donors may provide. Describe in detail the control you maintain (or will maintain) over the use of the funds. ☐ Yes ☒ No

- 12** Do you or will you operate a school? ☐ Yes ☒ No  
If "Yes," complete Schedule B.

- 13** Is your principal purpose or function to provide hospital or medical care? ☐ Yes ☒ No  
If "Yes," complete Schedule C.

- 14** Do you or will you provide low-income housing? ☐ Yes ☒ No  
If "Yes," complete Schedule F.

- 15** Do you or will you provide scholarships, fellowships, educational loans, or other educational grants to individuals, including grants for travel, study, or other similar purposes? ☐ Yes ☒ No  
If "Yes," complete Schedule H - Section I.

- 16** Check any of the following fundraising activities that you will undertake (check all that apply):

- |   |  |
|---|--|
| <input type="checkbox"/> Website, mail, email, personal, and/or phone solicitations | <input type="checkbox"/> Foundation grant solicitations      |
| <input type="checkbox"/> Receive donations from another organization's website      | <input type="checkbox"/> Government grant solicitations      |
| <input type="checkbox"/> Bingo  | <input type="checkbox"/> Other (non-bingo) gaming activities |
| <input type="checkbox"/> Other (describe)   |  |

- ☒ We will not engage in fundraising activities.

- 17** Do you or will you engage in fundraising activities for other organizations? If "Yes," describe these arrangements, including the names or descriptions of the organizations for which you raise funds. ☐ Yes ☒ No

**Part V Compensation and Other Financial Arrangements**

- 1** Do you or will you compensate officers, directors, or trustees, or do or will you have highest compensated employees, or highest compensated independent contractors? If "No," continue to Line 2. ☐ Yes ☒ No

In establishing compensation for your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors:

- 1a** Do or will the individuals that approve compensation arrangements follow a conflict of interest policy? ☐ Yes ☐ No
- 1b** Do or will you approve compensation arrangements in advance of paying compensation? ☐ Yes ☐ No
- 1c** Do or will you document in writing the date and terms of approved compensation arrangements? ☐ Yes ☐ No
- 1d** Do or will you record in writing the decision made by each individual who decided or voted on compensation arrangements? ☐ Yes ☐ No
- 1e** Do or will you approve compensation arrangements based on information about compensation paid by similarly situated taxable or tax-exempt organizations for similar services, current compensation surveys compiled by independent firms, or actual written offers from similarly situated organizations? ☐ Yes ☐ No
- 1f** Do or will you record in writing both the information on which you relied to base your decision and its source? ☐ Yes ☐ No
- 1g** Do or will you have any other practices you use to set reasonable compensation? If "Yes," describe these practices. ☐ Yes ☐ No

- 2** Have you adopted a conflict of interest policy consistent with the sample conflict of interest policy in Appendix A to the instructions? If you are a hospital, answer "Yes" if your conflict of interest policy includes provisions consistent with the additional healthcare related provisions in the sample document. If "No," describe the procedures you will follow to ensure that persons who have a conflict of interest will not have influence over setting their own compensation or regarding business deals with themselves. ☒ Yes ☐ No

- 3** Do you or will you compensate any of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors through non-fixed payments, such as discretionary bonuses or revenue-based payments? If "Yes," describe all non-fixed compensation arrangements, including how the amounts are determined, who is eligible for such arrangements, whether you place a limitation on total compensation, and how you determine or will determine that you pay no more than reasonable compensation for services. ☐ Yes ☒ No

**Part V Compensation and Other Financial Arrangements** (continued)

- 4 Do you or will you purchase or sell any goods, services, or assets from or to: (i) any of your officers, directors, or trustees; (ii) any family of any of your officers, directors, or trustees; (iii) any organizations in which any of your officers, directors, or trustees are also officers, directors, or trustees, or in which any individual officer, director, or trustee owns more than a 35% interest; (iv) your highest compensated employees; or (v) your highest compensated independent contractors? If "Yes," describe any such transactions that you made or intend to make, with whom you make or will make such transactions, how the terms are or will be negotiated at arm's length, and how you determine you pay no more than fair market value or you are paid at least fair market value.

☐ Yes ☒ No

- 5 Do you or will you have any leases, contracts, loans, or other agreements with: (i) your officers, directors, or trustees; (ii) any family of any of your officers, directors, or trustees; (iii) any organizations in which any of your officers, directors, or trustees are also officers, directors, or trustees, or in which any individual officer, director, or trustee owns more than a 35% interest; (iv) your highest compensated employees; or (v) your highest compensated independent contractors? If "Yes," describe any written or oral arrangements that you made or intend to make, with whom you have or will have such arrangements, how the terms are or will be negotiated at arm's length, and how you determine you pay no more than fair market value or you are paid at least fair market value.

☐ Yes ☒ No

- 6 Do you or will you contract with another organization to develop, build, market, or finance your facilities? If "Yes," describe each facility, the role of the other organization, and any business or family relationship between the organization and your officers, directors, or trustees. Explain how that entity is selected, how the terms of any contract(s) are negotiated at arm's length, and how you determine you will pay no more than fair market value for services.

☐ Yes ☒ No

**Part V Compensation and Other Financial Arrangements** (continued)

- 7 Does or will someone other than your own employees or volunteers manage your activities or facilities? ☐ Yes ☒ No
- If "Yes," describe the activities or facilities that will be managed by others, the names of the persons or organizations that manage or will manage your activities or facilities, and any business or family relationship between the organization and your officers, directors, or trustees. Explain how these managers were or will be selected, how the terms of any contracts or other agreements were or will be negotiated, and how you determine you will pay no more than fair market value for services.

- 8 Do you participate in any joint ventures, including partnerships or limited liability companies treated as partnerships, in which you share profits and losses with partners? If "Yes," state your ownership percentage in each joint venture, list your investment in each joint venture, describe the tax status of other participants in each joint venture (including whether they are section 501(c)(3) organizations), describe the activities of each joint venture, describe how you exercise control over the activities of each joint venture, and describe how each joint venture furthers your exempt purposes. ☐ Yes ☒ No

**Part VI Financial Data**

- 1 Select the option that best describes you to determine the years of revenues and expenses you need to provide.
- ☒ You completed less than one tax year.  
Provide a total of three years of financial information (including the current year and two future years of reasonable and good faith projections of your future finances) in the following Statement of Revenues and Expenses.
- ☐ You completed at least one tax year but fewer than five.  
Provide a total of four years financial information (including the current year and three years of actual financial information or reasonable and good faith projections of your future finances) in the following Statement of Revenues and Expenses.
- ☐ You completed five or more tax years.  
Provide financial information for your five most recent tax years (including the current year) in the following Statement of Revenues and Expenses.

**Part VI** Financial Data (continued)**A. Statement of Revenues and Expenses**

Type of revenue	Current tax year	4 prior tax years or 2 succeeding tax years			
	From: 08/01/2024 To: 12/31/2024	From: 01/01/2025 To: 12/31/2025	From: 01/01/2026 To: 12/31/2026	From: __/__/____ To: __/__/____	From: __/__/____ To: __/__/____
<b>1</b> Gifts, grants, and contributions received (do not include unusual grants)	\$270,000.	\$535,000.	\$650,000.		
<b>2</b> Membership fees received					
<b>3</b> Gross investment income					
<b>4</b> Net unrelated business income					
<b>5</b> Taxes levied for your benefit					
<b>6</b> Value of services or facilities furnished by a governmental unit without charge (not including the value of services generally furnished to the public without charge)					
<b>7</b> Any revenue not otherwise listed above or in lines 9 - 12 below (provide an itemized list below)					
<b>8</b> Total of lines 1 through 7	\$270,000.	\$535,000.	\$650,000.	\$0.	\$0.
<b>9</b> Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to your exempt purposes (provide an itemized list below)					
<b>10</b> Total of lines 8 and 9	\$270,000.	\$535,000.	\$650,000.	\$0.	\$0.
<b>11</b> Net gain or loss on sale of capital assets (provide an itemized list below)					
<b>12</b> Unusual grants (provide an itemized list below)					
<b>13</b> Total Revenue (add lines 10 through 12)	\$270,000.	\$535,000.	\$650,000.	\$0.	\$0.
Type of expense	Current tax year	4 prior tax years or 2 succeeding tax years			
<b>14</b> Fundraising expenses					
<b>15</b> Contributions, gifts, grants, and similar amounts paid out (provide an itemized list below)					
<b>16</b> Disbursements to or for the benefit of members (provide an itemized list below)					
<b>17</b> Compensation of officers, directors, and trustees					
<b>18</b> Other salaries and wages	\$130,000.	\$257,000.	\$331,500.		
<b>19</b> Interest expense					
<b>20</b> Occupancy (rent, utilities, etc.)	\$43,000.	\$94,000.	\$108,000.		
<b>21</b> Depreciation and depletion					
<b>22</b> Professional fees	\$3,200.	\$6,900.	\$7,400.		
<b>23</b> Any expense not otherwise classified, such as program services (provide an itemized list below)	\$35,775.	\$99,350.	\$111,950.		
<b>24</b> Total Expenses (add lines 14 through 23)	\$211,975.	\$457,250.	\$558,850.	\$0.	\$0.

**25** Itemized financial data

2024 PROGRAM EXPENSES: A. COMMUNITY OUTREACH PROGRAMS - \$10,400 B. MEETINGS & CONFERENCES - \$1,500 C. DUES & SUBSCRIPTIONS - \$6,000 D. LEADERSHIP DEVELOPMENT - \$3,000 E. HONORARIAMS - \$700 2024 ADMINISTRATIVE EXPENSES: A. INSURANCE - \$4,775 B. BANK & MERCHANT FEES - \$3,600 C. ADVERTISING - \$1,500 D. OFFICE & SUPPLIES - \$4,300 2025 PROGRAM EXPENSES: A. COMMUNITY OUTREACH PROGRAMS - \$48,000 B. MEETINGS & CONFERENCES - \$4,050 C. DUES & SUBSCRIPTIONS - \$7,900 D. HONORARIAMS - \$4,500 2025 ADMINISTRATIVE EXPENSES: A. INSURANCE - \$6,000 B. BANK & MERCHANT FEES - \$9,300 C. ADVERTISING - \$4,300 D. OFFICE & ADMIN EXPENSES - \$15,300 2026 PROGRAM EXPENSES: A. COMMUNITY OUTREACH PROGRAMS - \$48,000 B. MEETINGS & CONFERENCES - \$2,500 C. DUES & SUBSCRIPTIONS - \$10,100 D. LEADERSHIP DEVELOPMENT - \$3,700 E. HONORARIAMS - \$7,500 2026 ADMINISTRATIVE EXPENSES: A. INSURANCE - \$8,500 B. BANK & MERCHANT FEES - \$9,700 C. ADVERTISING - \$4,700 D. OFFICE & ADMIN - \$17,250

Part VI

Financial Data (continued)

B. Balance Sheet (for your most recently completed tax year)		Year End: 08/31/2024
Assets		
1	Cash	\$50,553.
2	Accounts receivable, net	\$0.
3	Inventories	\$0.
4	Bonds and notes receivable (provide an itemized list below)	\$0.
5	Corporate stocks (provide an itemized list below)	\$0.
6	Loans receivable (provide an itemized list below)	\$0.
7	Other investments (provide an itemized list below)	\$0.
8	Depreciable assets (provide an itemized list below)	\$0.
9	Land	\$0.
10	Other assets (provide an itemized list below)	\$0.
11	Total Assets (add lines 1 through 10)	\$50,553.
Liabilities		
12	Accounts payable	\$0.
13	Contributions, gifts, grants, etc. payable	\$0.
14	Mortgages and notes payable (provide an itemized list below)	\$0.
15	Other liabilities (provide an itemized list below)	\$0.
16	Total Liabilities (add lines 12 through 15)	\$0.
Fund Balances or Net Assets		
17	Total fund balances or net assets	\$50,553.
18	Total Liabilities and Fund Balances or Net Assets (add lines 16 and 17)	\$50,553.

19 Itemized financial data

**Part VII Foundation Classification**

Part VII is designed to classify you as an organization that is either a private foundation or a public charity. Public charity classification is a more favorable tax status than private foundation classification. If you are a private foundation, this part will further determine whether you are a private operating foundation.

**1** Select the foundation classification you are requesting from the list below.

- ☐ You are described in 509(a)(1) and 170(b)(1)(A)(vi) as an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public.
- ☐ You are described in 509(a)(2) as an organization that normally receives not more than one-third of its financial support from gross investment income and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions).
- ☒ You are described in 509(a)(1) and 170(b)(1)(A)(i) as a church or a convention or association of churches. Complete Schedule A.
- ☐ You are described in 509(a)(1) and 170(b)(1)(A)(ii) as a school. Complete Schedule B.
- ☐ You are described in 509(a)(1) and 170(b)(1)(A)(iii) as a hospital, a cooperative hospital service organization, or a medical research organization operated in conjunction with a hospital. Complete Schedule C.
- ☐ You are described in 509(a)(1) and 170(b)(1)(A)(iv) as an organization operated for the benefit of a college or university that is owned or operated by a governmental unit.
- ☐ You are described in 509(a)(1) and 170(b)(1)(A)(ix) as an agricultural research organization directly engaged in the continuous active conduct of agricultural research in conjunction with a college or university.
- ☐ You are described in 509(a)(3) as an organization supporting either one or more organizations described in 509(a)(1) or 509(a)(2) or a publicly supported section 501(c)(4), (5), or (6) organization. Complete Schedule D.
- ☐ You are described in 509(a)(4) as an organization organized and operated exclusively for testing for public safety.
- ☐ You are a publicly supported organization and would like the IRS to decide your correct classification.
- ☐ You are a private foundation.

- 1a** As a private foundation, section 508(e) requires special provisions in your organizing document in addition to those that apply to all organizations described in section 501(c)(3). Check this box to confirm that your organizing document includes these provisions or you rely on state law. ☐

State specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document (Page/Article/Paragraph) or state that you rely on state law.

- 1b** Do you or will you provide scholarships, fellowships, educational loans, or other educational grants to individuals, including grants for travel, study, or other similar purposes? ☐ Yes ☐ No  
If "Yes," complete Schedule H - Section II.

- 1c** Are you a private operating foundation? ☐ Yes ☐ No

To be a private operating foundation you must engage directly in the active conduct of charitable, religious, educational, and similar activities, as opposed to indirectly carrying out these activities by providing grants to individuals or other organizations.

**Part VII Foundation Classification** (continued)

- 1d** Describe how you meet the requirements for private operating foundation status, including how you meet the income test and either the assets test, the endowment test, or the support test. If you've been in existence for less than one year, describe how you are likely to satisfy the requirements for private operating foundation status.

- 2** If you have been in existence more than 5 years, you must confirm your public support status. To confirm your qualification as a public charity described in 509(a)(1) and 170(b)(1)(A)(vi) in existence for five or more tax years, you must have received one-third or more of your total support from governmental agencies, contributions from the general public, and contributions or grants from other public charities; or 10% or more of your total support from governmental agencies, contributions from the general public, and contributions or grants from other public charities and the facts and circumstances indicate you are a publicly supported organization. Calculate whether you meet this support test for your most recent five-year period.

- i. Did you receive contributions from any person, company, or organization whose gifts totaled more than the 2% amount of line 8 in Part VI-A? ☐ Yes ☐ No

If "Yes," identify each person, company, or organization by letter (A, B, C, etc.) and indicate the amount contributed by each. Keep a list showing the name of and amount contributed by each of these donors for your records.

- ii. Based on your calculations, did you receive at least one-third of your support from public sources or did you normally receive at least 10 percent of your support from public sources and you have other characteristics of a publicly supported organization? ☐ Yes ☐ No

- 2a** If you have been in existence more than 5 years, you must confirm your public support status. To confirm your qualification as a public charity described in 509(a)(2) in existence for five or more tax years, you must have normally received more than one-third of your support from contributions, membership fees, and gross receipts from activities related to your exempt functions, or a combination of these sources, and not more than one-third of your support from gross investment income and net unrelated business income. Calculate whether you meet this support test for your most recent five-year period.

- i. Did you receive amounts from any disqualified persons? ☐ Yes ☐ No

If "Yes," identify each disqualified person by letter (A, B, C, etc.) and indicate the amount contributed by each. Keep a list showing the name of and amount contributed by each of these donors for your records.

- ii. Did you receive amounts from individuals or organizations other than disqualified persons that exceeded the greater of \$5,000 or 1% of the amount on line 10 of Part VI-A Statement of Revenues and Expenses? ☐ Yes ☐ No

If "Yes," identify each individual or organization by letter (A, B, C, etc.) and indicate the amount contributed by each. Keep a list showing the name of and amount contributed by each of these donors for your records.

- iii. Based on your calculations, did you normally receive more than one-third of your support from a combination of gifts, grants, contributions, membership fees, and gross receipts (from permitted sources) from activities related to your exempt functions and normally receive not more than one-third of your support from investment income and unrelated business taxable income? ☐ Yes ☐ No



**Part VIII Effective Date**

In general, a determination letter recognizing exemption of an organization described in section 501(c)(3) is effective as of the date of formation of an organization if: (1) its purposes and activities prior to the date of the determination letter have been consistent with the requirements for exemption; and (2) it has filed an application for recognition of exemption within 27 months from the end of the month in which it was organized.

- 1 Are you submitting this application within 27 months of the end of the month in which you were legally formed?

☒ Yes☐ No

If "No," complete Schedule E.

**Part IX Annual Filing Requirements**

***If you fail to file a required information return or notice for three consecutive years, your exempt status will be automatically revoked.***

- 1 Certain organizations are not required to file annual information returns or notices (Form 990, Form 990-EZ, or Form 990-N, e-Postcard). If you are granted tax-exemption, are you claiming to be excused from filing Form 990, Form 990-EZ, or Form 990-N?

☒ Yes☐ No

If "Yes," are you claiming you are excepted from filing because you are:

- ☒ A church or association of churches
- ☐ An integrated auxiliary (such as a men's or women's organization, religious school, mission society, or religious group)
- ☐ A church-affiliated organization (other than a section 509(a)(3) organization) that is exclusively engaged in managing funds or maintaining retirement programs and is described in Revenue Procedure 96-10, 1996-1 C.B. 577
- ☐ A school below college level affiliated with a church or operated by a religious order
- ☐ A mission society (other than a section 509(a)(3) supporting organization) sponsored by, or affiliated with, one or more churches or church denominations, if more than half of the society's activities are conducted in, or directed at, persons in foreign countries
- ☐ An affiliate of a governmental unit that meets the requirements of Revenue Procedure 95-48, 1995-2 C.B. 418 (other than a section 509(a)(3) supporting organization)
- ☐ Other (describe)

**Part X Signature**

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and that I have examined this application, and to the best of my knowledge it is true, correct, and complete.

Jon Asbill

(Type name of signer)

VICE PRESIDENT

(Type title or authority of signer)

09/28/2024

(Date)

**Upload checklist:**

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- ☒ Organizing document (and any amendments)
- ☒ Bylaws, if adopted
- ☒ Form 2848, Power of Attorney and Declaration of Representative (if applicable)
- ☐ Form 8821, Tax Information Authorization (if applicable)
- ☒ Supplemental responses (if applicable)
- ☐ Expedited handling request (if applicable)

**Schedule A. Churches**

- 1** Do you have a written creed, statement of faith, or summary of beliefs? If "Yes," describe your written creed, statement of faith, or summary of beliefs. ☒ Yes ☐ No

SEE ATTACHMENT FOR SCHEDULE A

- 2** Do you have a literature of your own? If "Yes," describe your literature. ☒ Yes ☐ No

SEE ATTACHMENT FOR SCHEDULE A

- 3** Do you have a formal code of doctrine and discipline? If "Yes," describe your code of doctrine and discipline. ☒ Yes ☐ No

SEE ATTACHMENT FOR SCHEDULE A

- 4** Describe your religious hierarchy or ecclesiastical government.

SEE ATTACHMENT FOR SCHEDULE A

- 5** Are you part of a group of churches with similar beliefs and structures? If "Yes," explain. ☒ Yes ☐ No

SEE ATTACHMENT FOR SCHEDULE A

- 6** Do you have a form of worship? If "Yes," describe your form of worship. ☒ Yes ☐ No

SEE ATTACHMENT FOR SCHEDULE A

- 7** Do you have regularly scheduled religious services? If "Yes," describe the nature of the services. ☒ Yes ☐ No

The church has regularly scheduled religious services every Sunday. These services are: Frequency: Two services each Sunday. Duration: Each service lasts for one hour. Purpose: These services provide opportunities for worship, teaching, and fellowship, aligning with the church's mission and supporting the spiritual growth of the congregation.

- 7a** What is the average attendance at your regularly scheduled religious services?

375

- 8** Do you have an established place of worship? If "Yes," describe your established place of worship or where you meet to hold regularly scheduled religious services. ☒ Yes ☐ No

The building at 100 N WATER STREET, TAHLEQUAH, OK 74464 is rented for the church's place of worship.

**Schedule A. Churches** (continued)

**9** Do you have an established congregation or other regular membership group? If "No," continue to Line 10. ☒ Yes ☐ No

**9a** How many members do you have?

500

**9b** Do you have a process by which an individual becomes a member? If "Yes," describe the process. ☒ Yes ☐ No

SEE ATTACHMENT FOR SCHEDULE A

**9c** Do your members have voting rights, rights to participate in religious functions, or other rights? If "Yes," describe the rights your members have. ☒ Yes ☐ No

Member do not have voting rights in corporate or management decisions. The members do have right to participate in all religious functions.

**9d** May your members be associated with another denomination or church? ☒ Yes ☐ No

**9e** Are all of your members part of the same family? ☐ Yes ☒ No

**10** Do you conduct baptisms, weddings, funerals, or other religious rites? ☒ Yes ☐ No

**11** Do you have a school for the religious instruction of the young? ☒ Yes ☐ No

**12** Do you have ministers or religious leaders? If "Yes," describe these roles and explain whether the ministers or religious leaders are ordained, commissioned, or licensed after a prescribed course of study. ☒ Yes ☐ No

SEE ATTACHMENT FOR SCHEDULE A

**13** Do you have schools for the preparation of your ordained ministers or religious leaders? ☐ Yes ☒ No

**14** Do you ordain, commission, or license ministers or religious leaders? If "Yes," describe the requirements for ordination, commission, or licensure. ☐ Yes ☒ No

**15** Do you have other information you believe should be considered regarding your status as a church? If "Yes," explain. ☐ Yes ☒ No

**Schedule B. Schools, Colleges, and Universities**

- 1** Do you normally have a regularly scheduled curriculum, a regular faculty of qualified teachers, a regularly enrolled student body, and facilities where your educational activities are regularly carried on? ☐ Yes ☐ No
- 2** Is the primary function of your school the presentation of formal instruction? If "No," continue to Line 3. ☐ Yes ☐ No

**2a** Select the best description(s) of your school:

- ☐ Elementary school
- ☐ Secondary school
- ☐ Charter school
- ☐ College or university
- ☐ Technical school
- ☐ Other school (describe)

- 3** Are you a public school because you are operated by a state or subdivision of a state or operated wholly or predominantly from government funds or property? If "Yes," explain how you are operated by a state or subdivision of a state. Do not complete the remainder of Schedule B. ☐ Yes ☐ No

- 4** Were you formed or substantially expanded at the time of public school desegregation in the school district or county in which you are located? ☐ Yes ☐ No

- 5** Has a state or federal administrative agency or judicial body ever determined that you are racially discriminatory? If "Yes," explain. ☐ Yes ☐ No

- 6** Has your right to receive financial aid or assistance from a governmental agency ever been revoked or suspended? If "Yes," explain. ☐ Yes ☐ No

**Information Required by Revenue Procedure 75-50 as Modified by Revenue Procedure 2019-22**

- 7** Have you adopted a racially nondiscriminatory policy as to students in your organizing document, bylaws, or by resolution of your governing body? ☐ Yes ☐ No

State where the policy is located or if adopted by resolution of your governing body.

- 8** Do your brochures, application forms, advertisements, and catalogues dealing with student admissions, programs, and scholarships contain a statement of your racially nondiscriminatory policy? If "Yes," continue to Line 9. ☐ Yes ☐ No

- 8a** ☐ By checking this box, you agree that all future printed materials, including website content, will contain the required nondiscriminatory policy statement.

**Schedule B. Schools, Colleges, and Universities** (continued)

- 9** Have you made your racially nondiscriminatory policy known to all segments of the general community you serve by: ☐ Yes ☐ No  
a) publishing a notice of your policy in a newspaper of general circulation that serves all racial segments of the community; b) publicizing your policy over broadcast media in a way that is reasonably expected to be effective; or c) displaying a notice of your policy at all times on your primary, publicly accessible internet home page in a manner reasonably expected to be noticed by visitors to the homepage? If "Yes," continue to Line 10.

- 9a** ☐ By checking this box, you agree that you will publicize your nondiscriminatory policy in a way that meets the requirements of Revenue Procedure 75-50, 1975-2 C.B. 587, as modified by Revenue Procedure 2019-22, I.R.B. 1260.

- 10** Do or will you (or any department or division of your organization) discriminate in any way on the basis of race with respect to admissions, use of facilities or exercise of student privileges, faculty or administrative staff, or scholarship or loan programs? If "Yes," for any of the above, explain fully. ☐ Yes ☐ No

- 11** Complete the table below to show the racial composition for the current academic year and projected for the next academic year. If you are not operational, submit an estimate based on the best information available (such as the racial composition of the community you serve).

For each racial category, enter the number of (a) students, (b) faculty, and (c) administrative staff. Provide actual numbers rather than percentages for each racial category.

Racial Category	(a) Student Body		(b) Faculty		(c) Administrative Staff	
	Current Year	Next Year	Current Year	Next Year	Current Year	Next Year
<b>Total</b>	0	0	0	0	0	0

- 12** In the table below, enter the number and amount of loans and scholarships awarded to enrolled students by racial categories. Provide actual numbers rather than percentages for each racial category.

☐ Check here if you will not provide any loans or scholarships to students.

Racial Category	Number of Loans		Amount of Loans		Number of Scholarships		Amount of Scholarships	
	Current Year	Next Year	Current Year	Next Year	Current Year	Next Year	Current Year	Next Year
<b>Total</b>	0	0	\$0.	\$0.	0	0	\$0.	\$0.

**Schedule B. Schools, Colleges, and Universities** *(continued)*

- 13** List your incorporators, founders, board members, and donors of land or buildings, whether individuals or organizations.

- 14** Do any of your incorporators, founders, board members, and donors of land or buildings, whether individuals or organizations, have an objective to maintain segregated public or private school education? If "Yes," explain.

☐ Yes☐ No

- 15** Will you maintain records according to the nondiscrimination provisions contained in Revenue Procedure 75-50? If "No," explain.

☐ Yes☐ No

**Schedule C. Hospitals and Medical Research Organizations**

- 1** Are you a medical research organization (an organization whose principal purpose or function is medical research and which is directly engaged in the continuous active conduct of medical research) operated in conjunction with a hospital? If "No," continue to Line 2. ☐ Yes ☐ No

- 1a** Name the hospitals with which you have a relationship and describe the relationship.

- 1b** List your assets showing their fair market value and the portion of your assets directly devoted to medical research.

Do not complete the remainder of Schedule C.

- 2** Are you applying for exemption as a cooperative hospital service organization described in section 501(e)? ☐ Yes ☐ No  
If "Yes," explain.

Do not complete the remainder of Schedule C.

- 3** Are all the doctors in the community eligible for staff privileges? If "No," give the reasons why and explain how the medical staff is selected. ☐ Yes ☐ No



**Schedule C. Hospitals and Medical Research Organizations** *(continued)*

- 4** Do you or will you provide medical services to all individuals in your community who can pay for themselves or are able to pay through some form of insurance? If "No," explain. ☐ Yes ☐ No

- 5** Do you or will you maintain a full-time emergency room? If "Yes," continue to Line 6. ☐ Yes ☐ No

- 5a** Are you a specialty hospital or would emergency services be duplicative based on your region or locality? ☐ Yes ☐ No

- 6** Do you provide free or below cost services? If "Yes," describe your policy for determining when and to whom you provide these services and how these services promote the organization's benefit to the community. ☐ Yes ☐ No

- 7** Do you or will you carry on a formal program of medical training or medical research? If "Yes," describe such programs, including the type of programs offered, the scope of such programs, and affiliations with other hospitals or medical care providers with which you carry on the medical training or research programs. ☐ Yes ☐ No

- 8** Do you or will you carry on a formal program of community education? If "Yes," describe such programs, including the type of programs offered, the scope of such programs, and affiliation with other hospitals or medical care providers with which you offer community education programs. ☐ Yes ☐ No

**Schedule C. Hospitals and Medical Research Organizations** (continued)

- 9** Is your board of directors composed of a majority of individuals who are representative of the community you serve, or do you operate under a parent organization whose board of directors is composed of a majority of individuals who are representative of the community you serve? If "Yes," continue to Line 10. ☐ Yes ☐ No

- 9a** List each board member's name and business, financial, or professional relationship with the hospital. Also, identify each board member who is representative of the community and describe how that individual is a community representative. If you operate under a parent organization whose board of directors is not composed of a majority of individuals who are representative of the community you serve, provide the requested information for your parent's board of directors as well.

- 10** Do you operate a facility which is required by a state to be licensed, registered, or similarly recognized as a hospital? If "No," do not complete the rest of Schedule C. ☐ Yes ☐ No

- 10a** Do you conduct a community health needs assessment (CHNA) at least once every three years and adopt an implementation strategy to meet the community health needs identified in the assessment as required by section 501(r)(3)? If "No," explain. ☐ Yes ☐ No

- 10b** Do you have a written financial assistance policy (FAP) and a written policy relating to emergency medical care as required by section 501(r)(4)? If "No," explain. ☐ Yes ☐ No

**Schedule C. Hospitals and Medical Research Organizations** *(continued)*

**10c** Do you both (1) limit amounts charged for emergency or other medically necessary care provided to individuals eligible for assistance under your FAP to not more than amounts generally billed to individuals who have insurance covering such care, and (2) prohibit use of gross charges as required by section 501(r)(5)? If "No," explain.

☐ Yes☐ No

**10d** Do you make reasonable efforts to determine whether an individual is FAP-eligible before engaging in extraordinary collection actions as required by section 501(r)(6)? If "No," explain.

☐ Yes☐ No

**Schedule D. Section 509(a)(3) Supporting Organizations**

- 1** List the names, addresses, and EINs of the organizations you support.

- 2** Are all your supported organizations public charities under section 509(a)(1) or (2)? If "Yes," continue to Line 3.

☐ Yes☐ No

- 2a** Are your supported organizations tax exempt under section 501(c)(4), 501(c)(5), or 501(c)(6) and do your supported organizations meet the public support test under section 509(a)(2)? If "No," explain how each organization you support is a public charity under section 509(a)(1) or 509(a)(2).

☐ Yes☐ No

- 3** Which of the following describes your relationship with your supported organization(s)?

☐ A majority of your governing board or officers are elected or appointed by your supported organization(s). (Type I supporting organization)

☐ Your control or management is vested in the same persons who control or manage your supported organization(s). (Type II supporting organization)

☐ One or more of your officers, directors, or trustees are elected or appointed by the officers, directors, trustees, or membership of your supported organization(s), or one or more of your officers, directors, trustees, or other important office holders, are also members of the governing body of your supported organization(s), or your officers, directors, or trustees maintain a close and continuous working relationship with the officers, directors, or trustees of your supported organization(s). (Type III supporting organization)

- 4** Describe how your governing board and officers are selected. If you are a Type III organization, also describe how your officers, directors, or trustees maintain a close and continuous working relationship with the officers, directors, or trustees of your supported organization(s).

**Schedule D. Section 509(a)(3) Supporting Organizations** *(continued)*

- 5** Do any persons who are disqualified persons (except individuals who are disqualified persons only because they are foundation managers) with respect to you or persons who have a family or business relationship with any disqualified persons appoint any of your foundation managers? If "Yes," (1) describe the process by which disqualified persons appoint any of your foundation managers, (2) provide the names of these disqualified persons and the foundation managers they appoint, and (3) explain how control is vested over your operations (including assets and activities) by persons other than disqualified persons. ☐ Yes ☐ No

- 6** Do any persons who are disqualified persons (except individuals who are disqualified persons only because they are foundation managers) have any influence regarding your operations, including your assets or activities? If "Yes," (1) provide the names of these disqualified persons, (2) explain how influence is exerted over your operations (including assets and activities), and (3) explain how control is vested over your operations (including assets and activities) by individuals other than disqualified persons. ☐ Yes ☐ No

- 7** Does your organizing document specify your supported organization(s) by name? ☐ Yes ☐ No  
If "Yes" and you selected Type I above, continue to Line 8.  
If "Yes," and you selected Type II, do not complete the rest of Schedule D.  
If "No" and you selected Type III above, amend your organizing document to specify your supported organization(s) by name or you will not meet the organizational test and need to reconsider your requested public charity classification; then continue to Line 8.

- 7a** Does your organizing document name a similar purpose or charitable class of beneficiaries as to your supported organization(s)? If "No," amend your organizing document to specify your supported organization(s) by name, purpose, or class or you will not meet the organizational test and need to reconsider your requested public charity classification. ☐ Yes ☐ No

If you selected Type II above, do not complete the rest of Schedule D.

- 8** Do you or will you receive contributions from any person who alone, or combined with family members or an entity at least 35% controlled by that person, controls any of your supported organizations, or will you receive contributions from any family member of, or an entity at least 35% controlled by, any person who controls any of your supported organizations? If "Yes," explain. ☐ Yes ☐ No

If you selected Type I above, do not complete the rest of Schedule D.

**Schedule D. Section 509(a)(3) Supporting Organizations** *(continued)*

- 9** Do the officers, directors, or trustees of your supported organization have a significant voice in your investment policies, the timing and making of grants, the selection of grant recipients, and in otherwise directing the use of your income or assets? If "Yes," explain. ☐ Yes ☐ No

- 10** In each taxable year, do you or will you provide each of your supported organizations with (a) a written notice addressed to a principal officer of the supported organization describing the type and amount of all of the support you provided to the supported organization during the immediately preceding taxable year, (b) a copy of your most recently filed Form 990-series return or notice, and (c) a copy of your governing documents? If "No," explain. ☐ Yes ☐ No

- 11** Do you exercise a substantial degree of direction over the policies, programs, and activities of your supported organization(s) and appoint or elect (directly or indirectly) a majority of the officers, directors, or trustees of your supported organization(s)? If "Yes," explain. ☐ Yes ☐ No

- 12** Do substantially all of your activities directly further the exempt purposes of one or more supported organizations to which you are responsive by performing the functions of, or carrying out the purposes of, such supported organization(s) and but for your involvement would normally be engaged in by such supported organization(s). If "Yes," explain and do not complete the rest of Schedule D. ☐ Yes ☐ No

**Schedule D. Section 509(a)(3) Supporting Organizations** *(continued)*

- 13** Do you distribute at least 85% of your annual net income or 3.5% of the aggregate fair market value of all of your non-exempt-use assets (whichever is greater) to your supported organization(s)? If "No," explain.

☐ Yes ☐ No

- 13a** How much do you contribute annually to each supported organization?

- 13b** What is the total annual revenue of each supported organization?

- 13c** Do you or the supported organization(s) earmark your funds for support of a particular program or activity? If "Yes," explain.

☐ Yes ☐ No

**Schedule E. Effective Date**

- 1** Are you applying for reinstatement of exemption after being automatically revoked for failure to file required returns or notices for three consecutive years? If "No," continue to Line 2. ☐ Yes ☐ No

- 1a** Revenue Procedure 2014-11, 2014-1 C.B. 411, provides procedures for reinstating your tax-exempt status. Select the section of Revenue Procedure 2014-11 under which you want us to consider your reinstatement request.

☐ Section 4. You are seeking retroactive reinstatement under section 4 of Revenue Procedure 2014-11. By selecting this line, you attest that you meet the specified requirements of section 4, that your failure to file was not intentional, and that you have put in place procedures to file required returns or notices in the future. Do not complete the rest of Schedule E.

☐ Section 5. You are seeking retroactive reinstatement under section 5 of Revenue Procedure 2014-11. By selecting this line, you attest that you meet the specified requirements of section 5, that you have filed required annual returns, that your failure to file was not intentional, and that you have put in place procedures to file required returns or notices in the future.

Describe how you exercised ordinary business care and prudence in determining and attempting to comply with your filing requirements in at least one of the three years of revocation and the steps you have taken or will take to avoid or mitigate future failures to file timely returns or notices. Do not complete the rest of Schedule E.

☐ Section 6. You are seeking retroactive reinstatement under section 6 of Revenue Procedure 2014-11. By selecting this line, you attest that you meet the specified requirements of section 6, that you have filed required annual returns, that your failure to file was not intentional, and that you have put in place procedures to file required returns or notices in the future.

Describe how you exercised ordinary business care and prudence in determining and attempting to comply with your filing requirements in each of the three years of revocation and the steps you have taken or will take to avoid or mitigate future failures to file timely returns or notices. Do not complete the rest of Schedule E.

☐ Section 7. You are seeking reinstatement under section 7 of Revenue Procedure 2014-11, effective the date you are filing this application. Do not complete the rest of Schedule E.

- 2** Generally, if you did not file Form 1023 within 27 months of formation, the effective date of your exempt status will be the date you filed Form 1023 (submission date). Requests for an earlier effective date may be granted when there is evidence to establish you acted reasonably and in good faith and the grant of relief will not prejudice the interests of the government.

☐ Check this box if you accept the submission date as the effective date of your exempt status. Do not complete the rest of Schedule E.

☐ Check this box if you are requesting an earlier effective date than the submission date.

- 2a** Explain why you did not file Form 1023 within 27 months of formation, how you acted reasonably and in good faith, and how granting an earlier effective date will not prejudice the interests of the Government.

You may want to include the events that led to the failure to timely file Form 1023 and to the discovery of the failure, any reliance on the advice of a qualified tax professional and a description of the engagement and responsibilities of the professional as well as the extent to which you relied on the professional, a comparison of (1) what your aggregate tax liability would be if you had filed this application within the 27-month period with (2) what your aggregate liability would be if you were exempt as of your formation date, or any other information you believe will support your request for relief.



**Schedule F. Low-Income Housing**

- 1** Describe each facility including the type of facility, whether you own or lease the facility, how many residents it can accommodate, the current number of residents, and whether the residents purchase or rent housing from you.

- 2** Describe who qualifies for your housing in terms of income levels or other criteria and explain how you select residents.

- 3** Do you meet the safe harbor requirements outlined in Revenue Procedure 96-32, 1996-1 C.B. 717, which provides guidelines for providing low-income housing that will be treated as charitable, including for each project that (a) at least 75 percent of the units are occupied by residents that qualify as low-income and (b) either at least 20 percent of the units are occupied by residents that also meet the very low-income limit for the area or 40 percent of the units are occupied by residents that also do not exceed 120 percent of the area's very low-income limit, and less than 25 percent of the units are provided at market rates to persons who have incomes in excess of the low-income limit?

☐ Yes☐ No

- 4** Is your housing affordable to low-income residents? If "Yes," describe how your housing is made affordable to low-income residents.

☐ Yes☐ No

- 5** Do you impose any restrictions to make sure that your housing remains affordable to low-income residents? If "Yes," describe these restrictions.

☐ Yes☐ No

**Schedule F. Low-Income Housing** *(continued)*

- 6** In addition to rent or mortgage payments, do residents pay periodic fees or maintenance charges? If "Yes," describe what these charges cover and how they are determined. ☐ Yes ☐ No

- 7** Do you provide social services to residents? If "Yes," describe these services. ☐ Yes ☐ No

- 8** Do you participate in any government housing programs? If "Yes," describe these programs. ☐ Yes ☐ No

**Schedule G. Successors to Other Organizations**

- 1** List the name, last address, and EIN of your predecessor organization and describe its activities.

- 2** List the owners, partners, principal stockholders, officers, and governing board members of your predecessor organization. Include their names, addresses, and share/interest in the predecessor organization (if for-profit).

- 3** Are you a successor to a for-profit organization? If "Yes," explain your relationship with the predecessor organization that resulted in your creation and explain why you took over the activities or assets of a for-profit organization or converted from for-profit to nonprofit status; continue to Line 4.

☐ Yes☐ No

- 3a** Explain your relationship with the other organization that resulted in your creation and why you took over the activities or assets of another organization.

**Schedule G. Successors to Other Organizations** *(continued)*

- 4** Do or will you maintain a working relationship with any of the persons listed in question 2 or with any for-profit organization in which these persons own more than a 35% interest? If "Yes," describe the relationship.

☐ Yes ☐ No

- 5** Were any assets transferred, whether by gift or sale, from the predecessor organization to you? If "Yes," provide a list of assets, indicate the value of each asset, explain how the value was determined, and attach an appraisal, if available. For each asset listed, also explain if the transfer was by gift, sale, or combination thereof and describe any restrictions that were placed on the use or sale of the assets.

☐ Yes ☐ No

- 6** Were any debts or liabilities transferred from the predecessor for-profit organization to you? If "Yes," provide a list of the debts or liabilities that were transferred to you, indicating the amount of each, how the amount was determined, and the name of the person to whom the debt or liability is owed.

☐ Yes ☐ No

- 7** Will you lease or rent any property or equipment to or from the predecessor organization or any persons listed in Line 2 or a for-profit organization in which these persons own more than a 35% interest? If "Yes," describe the arrangement(s) including how the lease or rental value was determined.

☐ Yes ☐ No

**Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures****Section I** Public charities and private foundations complete lines 1 through 8 of this section.

- 1** Describe the types of educational grants you provide to individuals, such as scholarships, fellowships, loans, etc., including the purpose, number and amount(s) of grants, how the program is publicized, and if you award educational loans, the terms of the loans.

- 2** Do you maintain case histories showing recipients of your scholarships, fellowships, educational loans, or other educational grants, including names, addresses, purposes of awards, amount of each grant, manner of selection, and relationship (if any) to officers, trustees, or donors of funds to you? If "No," explain. ☐ Yes ☐ No

- 3** Describe the specific criteria you use to determine who is eligible for your program (for example, eligibility selection criteria could consist of graduating high school students from a particular high school who will attend college, writers of scholarly works about American history, etc.).

- 4** Describe the specific criteria you use to select recipients (for example, specific selection criteria could consist of prior academic performance, financial need, etc.).

**Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures** *(continued)*

- 5** Describe any requirement or condition you impose on recipients to obtain, maintain, or qualify for renewal of a grant (for example, specific requirements or conditions could consist of attendance at a four-year college, maintaining a certain grade point average, teaching in public school after graduation from college, etc.).

- 6** Describe your procedures for supervising the scholarships, fellowships, educational loans, or other educational grants. Explain whether you obtain reports and grade transcripts from recipients, or you pay grants directly to a school under an arrangement whereby the school will apply the grant funds only for enrolled students who are in good standing. Also, describe your procedures for taking action if the terms of the award are violated.

- 7** How do you determine who is on the selection committee for the awards made under your program?

- 8** Are relatives of members of the selection committee, or of your officers, directors, or substantial contributors eligible for awards made under your program? If "Yes," what measures do you take to ensure unbiased selections?

☐ Yes ☐ No

Do not complete the rest of Schedule H. If you are a private foundation, you will be directed to complete Section II of Schedule H later in the application.

**Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures** *(continued)***Section II Private foundations complete lines 1 through 7 of this section. Public charities do not complete this section.**

- 1** As a private foundation, do you want this application to be considered as a request for advance approval of grant making procedures? ☐ Yes ☐ No

If "No," do not complete the rest of Schedule H.

- 1a** Check the box(es) indicating under which section(s) you want your grant making procedures to be considered.

- ☐ 4945(g)(1) - Scholarship or fellowship grant to an individual for study at an educational institution
- ☐ 4945(g)(3) - Other grants, including loans, to an individual for travel, study, or other similar purposes, to enhance a particular skill of the grantee or to produce a specific product

- 2** Do you represent that you will (1) arrange to receive and review grantee reports annually and upon completion of the purpose for which the grant was awarded, (2) investigate diversions of funds from their intended purposes, and (3) take all reasonable and appropriate steps to recover diverted funds, ensure other grant funds held by a grantee are used for their intended purposes, and withhold further payments to grantees until you obtain grantees' assurances that future diversions will not occur and that grantees will take extraordinary precautions to prevent future diversions from occurring? ☐ Yes ☐ No

- 3** Do you represent that you will maintain all records relating to individual grants, including information obtained to evaluate grantees, identify whether a grantee is a disqualified person, establish the amount and purpose of each grant, and establish that you undertook the supervision and investigation of grants described in Line 2? ☐ Yes ☐ No

- 4** Do you or will you award scholarships, fellowships, and educational loans to attend an educational institution based on the status of an individual being an employee of a particular employer? ☐ Yes ☐ No

If "No," do not complete the rest of Schedule H.

- 5** Will you comply with the seven conditions and either the percentage tests or facts and circumstances test for scholarships, fellowships, and educational loans to attend an educational institution as set forth in Revenue Procedures 76-47, 1976-2 C.B. 670, and 80-39, 1980-2 C.B. 772, which apply to inducement, selection committee, eligibility requirements, objective basis of selection, employment, course of study, and other objectives? ☐ Yes ☐ No

- 6** Do you or will you provide scholarships, fellowships, or educational loans to attend an educational institution to employees of a particular employer? If "No," continue to Line 7. ☐ Yes ☐ No

- 6a** Will you award grants to 10% or fewer of the eligible applicants who were actually considered by the selection committee in selecting recipients of grants in that year as provided by Revenue Procedures 76-47 and 80-39? ☐ Yes ☐ No

- 7** Do you provide scholarships, fellowships, or educational loans to attend an educational institution to children of employees of a particular employer? ☐ Yes ☐ No

If "No," do not complete the rest of Schedule H.

- 7a** Will you award grants to 25% or fewer of the eligible applicants who were actually considered by the selection committee in selecting recipients of grants in that year as provided by Revenue Procedures 76-47 and 80-39? ☐ Yes ☐ No

If "Yes," do not complete the rest of Schedule H.

**Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures** *(continued)*

- 7b** Will you award grants to 10% or fewer of the number of employees' children who can be shown to be eligible for grants (whether or not they submitted an application) in that year, as provided by Revenue Procedures 76-47 and 80-39? If "Yes," describe how you will determine who can be shown to be eligible for grants without submitting an application, such as by obtaining written statements or other information about the expectations of employees' children to attend an educational institution; do not complete the rest of Schedule H.

☐ Yes ☐ No

- 7c** Will you award grants based on facts and circumstances that demonstrate that the grants will not be considered compensation for past, present, or future services or otherwise provide a significant benefit to the particular employer? If "Yes," describe the facts and circumstances you believe will demonstrate that the grants are neither compensatory nor a significant benefit to the particular employer. In your explanation, describe why you cannot satisfy either the 25% test or the 10% test in questions 7a and 7b.

☐ Yes ☐ No



**FOR FAITH AND FAMILY INC**  
**1023 ATTACHMENT FOR SCHEDULE A**

**SCHEDULE A QUESTION #1**

In order that all things be done "decently and in order" (I Corinthians 14:40), to affirm the foundational principles of our faith, to clearly establish an orderly government for our church body in a manner consistent with the Scriptures, and to preserve the unity of this New Testament church, we do declare and establish this constitution.

This church constitution is a document outlining the biblical principles that guide us and describing the way God works through us as the body of Christ, and as an organization to accomplish His will.

This constitution should bring clarity on questions of responsibility, control and accountability. It explains procedures and processes while allowing for spontaneity and creativity under the influence of the Holy Spirit. It should be a tool rather than a burden, a structure that facilitates the actions of the congregation in carrying out what we believe to be the will of God.

Finally, we affirm our unique identity, vision and position in the worldwide Body of Christ and recognize that other churches will perhaps choose different but equally valid methods of operation.

**SCHEDULE A QUESTION #2**

**1. Governing Bylaws and Articles:**

The church's literature includes formal bylaws and articles that define its autonomy, purpose, powers, restrictions, and membership guidelines. These documents articulate the organizational structure, doctrinal beliefs, and governance policies of the church.

**2. Purpose-Driven Literature:**

The church emphasizes promoting the Christian faith through various means, including ministries, charities, schools, and more. Its purpose literature focuses on fulfilling biblical mandates like the Great Commission and the Great Commandment, reflecting a mission-oriented approach rooted in specific scriptural references (e.g., John 3:16, Matthew 28:18-20).

**3. Membership and Conduct Guidelines:**

The church provides detailed literature on the qualifications, expectations, and types of membership. This includes behavioral standards, doctrinal adherence, and participation criteria, reinforcing the moral and spiritual consistency expected of members.

**4. Leadership and Governance Framework:**

The church's governance is rooted in an elder-led model, with the literature outlining the roles and responsibilities of the Lead Pastor, Elder Leadership Board, and other key positions. This section also includes procedures for managing membership status, including reinstatement and dismissal processes.

#### 5. Statements of Beliefs and Doctrinal Standards:

The church has a clear doctrinal stance, likely captured in a Statement of Beliefs that members must subscribe to. This statement forms part of the literature for both guiding members and setting theological boundaries.

### **SCHEDULE A QUESTION #3**

#### 1. Code of Doctrine:

The church's doctrine is articulated through several key documents and statements:

- **Statement of Beliefs:** Members must fully subscribe to the church's Statement of Beliefs as set forth in Article II. This likely outlines core theological principles and biblical interpretations that guide the church's faith and practices.
- **Scriptural Foundation:** The doctrine emphasizes key Christian tenets such as the Great Commission (Matthew 28:18-20), the Great Commandment (Matthew 22:36-40), and the Great Provision (John 3:16, I John 5:11-12). These scriptures form the basis of the church's teachings and mission.

#### 2. Code of Discipline:

The church has a structured disciplinary process that includes:

- **Membership Standards:** Members must meet certain spiritual and behavioral standards, including being "born again," demonstrating a consistent Christian life, adhering to the membership covenant, and financially supporting the church.
- **Membership Conduct:** Members are expected to maintain unity, avoid divisive behavior, and live according to the church's moral principles. Those who fail to adhere to these standards may be classified as inactive and lose their privileges.
- **Restoration and Dismissal:** The church outlines clear processes for both the termination and restoration of membership. The Elder Leadership Board holds the authority to dismiss members whose conduct is deemed inconsistent with the church's teachings. Restoration is possible through repentance and a lifestyle change, subject to approval by a two-thirds vote of the board.

## **SCHEDULE A QUESTION #4**

Board. The hierarchy and governance system are designed to ensure both spiritual oversight and effective management of church operations.

### **1. Elder Leadership Board:**

- The Elder Leadership Board is the central governing body of the church, responsible for all spiritual, doctrinal, and corporate decisions.
- It consists of the Lead Pastor and a group of additional Elders, ranging from three to nine members. The Lead Pastor serves as the Chairman.
- The board holds authority over key matters, including property management, financial decisions, and doctrinal integrity. The board also serves as the final ecclesiastical tribunal for disputes or disciplinary actions within the church.

### **2. Lead Pastor:**

- The Lead Pastor is the primary spiritual leader and presides as the Chairman of the Elder Leadership Board.
- The Lead Pastor holds significant influence in the nomination and appointment of other Elders and key leadership roles.
- In cases of deadlock within the Elder Leadership Board, the Lead Pastor or their Appointee casts a decisive "majority ballot" to resolve the issue.

### **3. Lay Elders and Ordained Church Staff:**

- The Elder Leadership Board comprises both ordained church staff and Lay Elders. Lay Elders are non-staff members who meet specific qualifications, including being active church members for at least 12 months.
- All Elders, whether ordained staff or lay members, must meet the biblical qualifications outlined in 1 Timothy 3:1-7 and Titus 1:5-9, demonstrating Christ-like leadership and wisdom.

### **4. Deacons (Advisory Role):**

- The Lead Pastor may appoint a Board of Deacons to assist in identifying qualified candidates for the Elder Leadership Board.
- Deacons primarily serve in an advisory capacity, reporting to the Lead Pastor and offering guidance on church matters as needed.

### **5. Decision-Making and Authority:**

- Decisions are typically made through consensus within the Elder Leadership Board. However, a majority vote determines the outcome if consensus is not reached.

- The Elder Leadership Board holds the final say on ecclesiastical, doctrinal, and corporate matters, making it the highest authority within the church's governance structure.

#### 6. Membership Discipline and Ecclesiastical Oversight:

- The board is responsible for maintaining doctrinal purity and discipline among members. It can remove members or Elders who violate church teachings, disrupt unity, or fail to uphold the church's vision.
- The Elder Leadership Board also addresses disputes, questions of doctrine, and issues of church property, acting as the ultimate decision-making body in all such matters.

### **SCHEDULE A QUESTION #5**

Though we are a non-Denominational church. The church is part of a network of churches that share similar beliefs, governance structures, and doctrinal principles. This network typically aligns around key Christian doctrines and a shared mission, allowing for cooperation in ministry activities, missions, and resources. The churches within this network maintain autonomy in their local governance but uphold a common theological foundation and often collaborate on larger initiatives, such as outreach programs, and leadership training. This affiliation fosters unity and shared purpose while allowing each church to retain its unique identity and operate according to its own bylaws and leadership structure.

### **SCHEDULE A QUESTION #6**

The church has a structured form of worship that includes several key elements rooted in Christian tradition. The typical worship service is designed to foster spiritual growth, communal unity, and reverence for God. The elements of worship often include:

1. Praise and Worship: The service usually begins with congregational singing led by a worship team, focusing on contemporary Christian music and traditional hymns. This time is dedicated to expressing reverence and adoration to God through music.
2. Prayer: Both corporate and individual prayers are integral to the service. There may be opening prayers, prayers of confession, intercessory prayers, and a closing benediction.
3. Scripture Reading: Selected passages from the Bible are read aloud, often aligned with the sermon topic or the theme of the service.
4. Preaching/Teaching: The sermon is the central part of the service, where the pastor or another speaker delivers a message based on biblical texts, aiming to inspire, instruct, and encourage the congregation in their faith.
5. Tithes and Offerings: Members are encouraged to give financially as an act of worship and obedience, supporting the church's mission and operations.
6. Communion (The Lord's Supper): Communion is observed regularly, symbolizing the body and blood of Christ and commemorating His sacrifice. This may be done monthly or quarterly, depending on the church's practice.

7. Altar Call: At the end of the service, there is often an invitation for individuals to come forward for prayer, to make a commitment to Christ, or to seek spiritual guidance.
8. Fellowship: Time is dedicated to building relationships among members, either before or after the service, encouraging a sense of community and mutual support.

### **SCHEDULE A QUESTION 9B**

1. Qualifications: The person must demonstrate a saving faith in Jesus Christ, live according to Christian principles, and meet certain age and attendance requirements.
2. Membership Course: The person must complete a Membership course (currently called "Discover") offered at various times throughout the year.
3. Application: The individual must submit a Membership application and sign a commitment to the church's beliefs and values.
4. Standards: The person must adhere to the church's Statement of Beliefs, regularly attend services, and financially support the church through tithing (10%).

After meeting these requirements, the individual becomes an active member if they continue adhering to the standards of membership.

### **SCHEDULE A QUESTION 12**

Ministers and Religious Leaders:

1. Lead Pastor:
  - Role: The Lead Pastor is the primary spiritual leader and is responsible for overseeing the overall ministry of the church. This includes preaching, teaching, and providing pastoral care.
  - Ordination: The Lead Pastor is typically ordained, having completed a prescribed course of study and meeting specific qualifications set by the church.
2. Elder Leadership Board:
  - Role: This board includes the Lead Pastor and additional Elders who assist in the governance and spiritual oversight of the church. They are responsible for making decisions related to the church's mission, property, and other significant matters.
  - Ordination: Elders may be ordained church staff or lay elders. Lay elders are not employed by the church but are active members who meet certain qualifications, including being at least 25 years old and having been a member for at least 12 months.
3. Ordained Ministers:
  - Role: Ordained ministers are appointed to conduct divine services and provide spiritual guidance to the congregation. They may be involved in various ministry functions, including preaching, counseling, and administering sacraments.
  - Ordination: These ministers are ordained after completing a prescribed course of study and meeting the church's standards for ordination

Constitution and Bylaws of  
For Faith And Family, Inc.  
CONSTITUTION & BYLAWS - ADOPTED 08/14/2024

**PREAMBLE**

In order that all things be done "decently and in order" (I Corinthians 14:40), to affirm the foundational principles of our faith, to clearly establish an orderly government for our church body in a manner consistent with the Scriptures, and to preserve the unity of this New Testament church, we do declare and establish this constitution.

This church constitution is a document outlining the biblical principles that guide us and describing the way God works through us as the body of Christ, and as an organization to accomplish His will.

This constitution should bring clarity on questions of responsibility, control and accountability. It explains procedures and processes while allowing for spontaneity and creativity under the influence of the Holy Spirit. It should be a tool rather than a burden; a structure that facilitates the actions of the congregation in carrying out what we believe to be the will of God.

Finally, we affirm our unique identity, vision and position in the worldwide Body of Christ and recognize that other churches will perhaps choose different but equally valid methods of operation.

**ARTICLE I - NAME AND PRINCIPLE OFFICE**

The name of this not-for-profit shall be For Faith and Family and shall be herein referred to as the "church" unless otherwise noted.

The principal office for the transaction of this corporation's business is fixed and located in Tahlequah, Cherokee County, Oklahoma. The Board of Directors (Ruling Elders) may, at any time or from time to time, change the location of the principle office from one location to another in this county.

**ARTICLE II - DECLARATION OF FAITH**

The Bible shall be the rule and guide of faith as set forth in these Statement of Beliefs. For Faith and Family recognizes that it cannot, and does not desire to, bind the conscience of individuals in areas where Scripture is silent. Rather, each believer is to be lead in those areas by God, to whom he or she alone is ultimately responsible. We believe the Statement of Beliefs to be an accurate summary of what Scripture teaches.

**The Inspired Scriptures** - The Scriptures, both Old and New Testaments, are the inspired and infallible revelation of God to man and the authority of faith and conduct. For Faith and Family accepts the Bible as the revealed will of God, as the all-sufficient rule of faith and standard for daily living. (2 Timothy 3: 15-17; 1 Thessalonians 2: 13, 2 Peter 1 :21)

**The One True God** - The one true God has revealed Himself as the "I Am," the Creator and Redeemer of mankind. We believe God eternally exists in three persons called the Trinity which is comprised of God the Father, God the Son (Jesus) and God the Holy Spirit. (Isaiah 43: 10, 11; Genesis 1: 1; Ephesians 4:5-6)

**The Deity of Jesus** - The Lord Jesus Christ is the eternal Son of God. The Scriptures declare His virgin birth, sinless life, miracles, death, resurrection, and ascension to the right hand of God. (Revelation 1 :8; Hebrews 1 :3)

**The Fall of Man** - Man was created good and upright; however, man voluntarily transgressed and fell, and thereby, is spiritually dead and away from God. (Genesis 1:26-27, 2:17, 3:6; Romans 5:12-19)

**The Salvation of Man** - Man's only hope is through the shed blood of Jesus Christ. Salvation is by faith through grace and demonstrated in repentance leading to a relationship with Jesus Christ. (John 3:3; Romans 12:13-15; Ephesians 2:8)

**Ordinances of the Church** - We believe that following faith in the Lord Jesus Christ, the new believer is commanded by the Word of God to be baptized in water by full immersion in the name of the Father, and the Son, and the Holy Spirit. We believe in a unique time of communion in the presence of God when the elements of bread and grape juice (the body and blood of Jesus Christ) are taken in remembrance of Jesus' sacrifice on the cross. (Mark 16: 16; 1 Corinthians 11 :23-26)

**The Baptism in the Holy Spirit** - Given at Pentecost, we believe the baptism in the Holy Spirit is the promise of the Father available to all Christians. It was sent by Jesus after His Ascension to empower the Church to preach the gospel throughout the whole earth. (Acts 1:4-8; 2:1-4; John 14:15-17).

**Sanctification** - The act of separation from that which is evil and dedicating oneself to God and that which is good, upright, and morally pure. (Romans 12:1, 2; 1 Peter 1:16; Hebrews 12:14)

**The Church and Its Mission** - The Church is the representative of Jesus on earth and is to carry out the Great Commission. (Matthew 28:19; Luke 19:10)

**The Ministry** - A divinely called and scripturally ordained minister has been provided by God to lead the church in evangelization, worship, building the body, and general leadership of the church. (Mark 16:15- 20; John 4:23-24; Ephesians 4:11, 16)

**Divine Healing** - Is provided for today by the Scriptures and included in the atonement for our sins. (Isaiah 53:4-5; Matthew 8:16-17; James 5:14-16)

**The Blessed Hope and Second Coming** - The resurrection and rapture of all Christians dead and alive to meet Christ in the air is the Blessed Hope. The Second Coming of Christ includes the rapture and a return to earth by Christ with His saints for a thousand-year reign. (Romans 8:23; 1 Corinthians 15:51-52; Zechariah 14:5; Matthew 24:17, 30)

**The Final Judgment** - There will be a final judgment at which all men will be judged. (Matthew 25 :46; Mark 9:43-48; Revelation 19:20)

**The New Heaven and Earth** - All of God's children will reign forever in a new heaven and a new earth. (2 Peter 3:13; Revelation 21, 22)

### **ARTICLE III AUTONOMY**

For Faith and Family is autonomous and maintains the right to govern its own affairs, independent of any denominational control. Recognizing, however, the benefits of cooperation with other churches in world missions.

### **ARTICLE IV - PURPOSE**

The purpose of the church:

(a) To promote the Christian religion by any appropriate form of expression, within any available medium, and in any location, through the Church's combined or separate formation, of a church, ministry, charity, school, or eleemosynary institution, without limitation.

(b) To glorify God by proclaiming the Great Provision (John 3:16, I John 5:11-12), by fulfilling the Great Commandment (Matthew 22:36-40), and the Great Commission (Matthew 28:18-20).

(c) To ordain, employ and discharge ordained ministers of the Gospel, and others, to conduct and carry on divine services at the place of worship of the Church, and elsewhere.

(d) To collect and disburse any and all necessary funds for the maintenance of said Church and the accomplishment of its purpose within the State of Minnesota and elsewhere.

(e) To make distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 as amended.

(f) This Church is also organized to promote, encourage, and foster any other similar religious, charitable and educational activities; to accept, hold, invest, reinvest and administer any gifts, legacies, bequests, devises, funds and property of any sort or nature, and to use, expend, or donate the income or principal thereof for, and to devote the same to, the foregoing purposes of the Church; and to do any and all lawful acts and things which may be necessary, useful, suitable, or proper for the furtherance of accomplishment of the purposes of this Church. Provided, however, no act may be performed which would violate



Section 501 (c)(3) of the Internal Revenue Code of 1986, as it now exists or as it may hereafter be amended.

## **ARTICLE V**

### **POWERS AND RESTRICTIONS**

Except as otherwise provided in these Bylaws and in order to carry out the above-stated purposes, the Church shall have all those powers set forth in the Act, as it now exists or as it may hereafter be amended. Moreover, the Church shall have all implied powers necessary and proper to carry out its express powers. The powers of the Church to promote the purposes set out above are limited and restricted in the following manner:

(a) The Church shall not pay dividends and no part of the net earnings of the Church shall inure to the benefit of or be distributable to its organizers, officers or other private persons, except that the Church shall be authorized and empowered to make payments and distributions (including reasonable compensation for services rendered to or for the Church) in furtherance of its purposes as set forth in the Articles of Incorporation or these Bylaws. No substantial part of the activities of the Church shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Church shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of the Articles of Incorporation or these Bylaws, the Church shall not carry on any other activities not permitted to be carried on by (i) a corporation exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws, or (ii) a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any subsequent federal tax laws.

(b) The Church shall not accept any gift or grant if the gift or grant contains major conditions which would restrict or violate any of the Church's religious, charitable, or educational purposes or if the gift or grant would require serving a private as opposed to a public interest.

## **ARTICLE VI - MEMBERSHIP**

Section 1.

1. **Membership.** The Corporation shall have no corporate members. The Corporation is a church and the management of its affairs shall be vested in the Elder Leadership Board, as set forth in Article VII of these Bylaws. As a church, the Corporation may

offer voluntary "Membership" to its congregants, granting the right of affiliation with the church without conveying any corporate rights or responsibilities. Power to manage and govern the Church shall be vested in the Lead Pastor and Elder Leadership Board only, as set forth in Article VII of these Bylaws.

**2. Purpose of Membership.** The purpose of this membership shall be to establish and maintain a church modeled after the early Biblical, Christian community as recorded in the New Testament, for the advancement of the Gospel of Jesus Christ by all available means, both in local and foreign communities, and to provide Christian fellowship for those of like faith where Jesus Christ may be honored.

**3. Qualifications.** Any person who gives scriptural evidence of the saving faith in the Lord Jesus Christ, subscribes to the Statement of Beliefs as set forth in Article II, satisfies the qualifications outlined below and completes and adheres to the standards of the leadership/Membership course, shall be eligible to be Members of the Church.

The standard of membership of this church shall be:

- (a) Be born again, giving evidence of a consistent Christian life in line with the moral principles of Scripture.
- (b) Adhere to the standards expressed in the Membership classes (identified as Discover at the time of this writing) administered at each campus at various times in the calendar year, complete the Membership application, and sign For Faith and Family Membership application.
- (c) Fully subscribe to the Statement of Beliefs as set forth in Article II.
- (d) Be at least eighteen years of age.
- (e) Regularly attend the weekly worship services.
- (f) Financially support the organization with one's tithe (10%).
- (g) No Member, or any number of Members, shall conduct any private meeting with divisive intent.

#### **4. Types of Membership**

- (a) Active - Those whose names appear on the Membership roll of the church shall constitute the active Membership of the church provided that they maintain and adhere to the requirements of Membership.
- (b) Inactive - Members who:
  - (1) Fail to adhere to the requirements of Membership
  - (2) Absent themselves from the services of the church or fail to make reasonable financial contributions for a period of three or more consecutive months.

(3) May have a spirit of disunity or be out of harmony with the teachings or leadership of the church.

(4) May have fallen under condemnation through sinful or worldly practices. These Members shall be considered inactive and shall lose their active privileges until they are restored to the fellowship. Their standing is to be established by definite action of the Lead Pastor and Elder Leadership Board.

( 5) Inactive Members seeking to reinstate their Membership may make a request to the Lead Pastor and/or Elder Leadership Board for consideration.

( c) The Lead Pastor and spouse and any Staff Pastor and spouse, upon appointment, automatically become active Members of the church.

### **5. Termination and Dismissal of Membership.**

Members shall be removed from the Church roll for the following reasons:

(a) by personal request of the Member;

b) the transfer of Membership to another church;

( c) death; or

( d) termination of Membership by the Elder Leadership Board as it deems necessary.

The Elder Leadership Board may terminate a person's Church Membership when, in the opinion of the Elder Leadership Board, the Member's life and conduct is not in accordance with the Membership covenant in such a way that the Member hinders the influence of the Church in the community. Dismissal of Church Membership shall require the majority vote of the Elder Leadership Board.

### **6. Restoration of Membership.**

Dismissed Members may be restored by the Elder Leadership Board according to the spirit of II Corinthians 2:7-8 and Galatians 6:1, when their life-styles are judged to be in accordance with the Membership covenant. Restoration of Church Membership shall require the vote of two-thirds (2/3) of the Elder Leadership Board.

## **ARTICLE VII -**

### **MANAGEMENT OF CORPORATE AFFAIRS**

**7.01 Management.** Power to manage and govern the affairs of the Church is vested in the Elder Leadership Board of the Church. The term "Elder Leadership Board" shall mean Board of Directors as required by the Act and the term "Elder" shall mean Director as required by the Act.

**7.02 Number of Elders.** The Elder Leadership Board shall consist of the Lead Pastor, and until changed by amendment of the Articles of Incorporation or these Bylaws, such number of additional Elders as may from time to time be nominated and elected in accordance with these Bylaws, provided that the total number of Elders shall not be less than three (3) nor more than nine (9).

**7.03. Term of Elders.** Each Director, other than the Lead Pastor, shall hold office for a period of two (2) years or until his successor is elected, appointed, or designated herein, and may serve successive terms. The Lead Pastor shall be a full voting member of the Elder Leadership Board.

**7.04. Chairman of the Board.** The Lead Pastor shall serve as the Chairman of the Elder Leadership Board and shall preside at all the meetings of the Elder Leadership Board. He shall have the power in his sole discretion to select an Appointee, who shall be endued with all powers of the Lead Pastor, in his absence, at any meetings of the Elder Leadership Board or Committees. Any reference to the Lead Pastor in these Bylaws shall, by default, make reference to his Appointee.

**7.05 Powers.** The Elder Leadership Board shall have all of the rights, powers, and responsibilities of a board of directors pursuant to the Act, subject to any limitations under the Act, the Articles of Incorporation of the Church, and these Bylaws. All corporate powers shall be exercised by or under the authority of the Elder Leadership Board. The Elder Leadership Board shall have final authority for affairs pertaining to property and other temporal matters as required by civil law for nonprofit corporations. In particular, the Elder Leadership Board shall be responsible for the acquisition and disposition of Church property, which includes the management of its financial resources. The Elder Leadership Board shall have the power to buy, sell, mortgage, pledge or encumber any church property and incur related indebtedness subject to Article XII. See Article XII below concerning specific provisions relating to management of church property.

**7.06. Qualifications.** To be qualified to serve on the Elder Leadership Board, the individual must uphold the requirements of Membership and exhibit Christ-honoring leadership and wisdom As found in 1 Timothy 3: 1-7 and Titus 1 : 5-9. The Elder Leadership Board may be comprised of both Ordained Church staff and Lay Elders. Lay elders are individuals who are not employed by the organization, are at least 25 years of age and are active, tithing Members for at least 12 months.

**7.07 Nomination and Election.** The Lead Pastor shall nominate persons whom satisfy the qualifications set forth in Section 7.06 and are persons the Lead Pastor deems qualified to serve on the Elder Leadership Board. In addition, the Lead Pastor may appoint a Board of Deacons to report to the Senior Pastor regarding suitable nominees. The persons nominated by the Lead Pastor shall be presented to the Elder Leadership Board for election at a regular or special meeting.

**7.08. Vacancies.** The Lead Pastor shall nominate persons whom satisfy the requirements set forth in Section 7.06 and are persons the Lead Pastor deems qualified to serve on the Elder Leadership Board to fill any vacancy occurring on the Elder Leadership Board, and any position to be filled due to an increase in the number of Elders serving. A vacancy is filled by the affirmative vote of the majority of the remaining Elders. A person so elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office.

**7.09. Meetings.** Regular or Special meetings of the Elder Leadership Board may be held either within or outside the State of Oklahoma, but shall be held at the Church's principal office in Tahlequah if the notice thereof does not specify the location of the meeting. A regular or special meeting may be held at any place consented to in writing by all of the Elders, either before or after the meeting. If such consents are given, they shall be filed with the minutes of the meeting. Any meeting, regular or special, may be held by conference telephone or similar communication equipment, as long as all Elders participating in the meeting can hear one another. All Elders shall be deemed to be present in person at a meeting conducted in accordance with the foregoing sentence. A regular meeting of the Elder Leadership Board shall occur at least quarterly.

(a) Regular Meetings. Regular meetings of the Elder Leadership Board may be held without notice if the time and place of such meetings are fixed by a resolution of the Elder Leadership Board.

(b) Special Meetings. A special meeting of the Elder Leadership Board may be called by the Lead Pastor or any of the Elders.

© Notice of Special Meetings.

- 1) Manner of Giving. Notice of the date, time and place of special meetings shall be given to each Director by one of the following methods: (a) by personal delivery of written notice; (b) by first class mail, postage paid; ( c) by telephone communication, either directly to the Elder or to a person at the Eider's office or home who the person giving the notice has reason to believe will promptly communicate the notice to the

Elder; (d) by fax to the Elder's office or home; or (e) by electronic mail ("email") (f) by text message to the personal cell phone of the Elder (SMS).

- 2) Time Requirements. Notice sent by first class mail shall be deposited in the United States mail at least four (4) days before the time set for the meeting. Notices given by personal delivery, telephone, fax, text messaged or e-mail shall be delivered, telephoned, faxed or e-mailed to the Elder or given at least twenty-four (24) hours before the time set for the meeting.
- 3) Notice Contents. The notice shall state the time and place for the meeting. However, the notice does not need to specify the place of the meeting if the special meeting is to be held at the Church's principal office. Unless otherwise expressly stated herein, the notice does not need to specify the purpose or the business to be transacted at the special meeting.
- 4) Waiver. Attendance of an Elder at a meeting shall constitute waiver of notice of such meeting, except where the Elder attends a meeting for the express purpose of objecting that the meeting is not properly called.

**7.10. Action Without Meeting.** Any action required or permitted to be taken by the Elder Leadership Board may be taken without a meeting if all of the Elders, individually or collectively, consent in writing to the action. Such action by written consent or consents shall be filed with the minutes of the proceedings of the Church.

**7.11. Quorum.** A majority of the number of Elders then in office shall constitute a quorum for the transaction of business at any meeting of the Elder Leadership Board. The Elders present at a duly called or held meeting at which a quorum is present may continue to transact business even if enough Elders leave the meeting so that less than a quorum remains. However, no action may be approved without the vote of at least a majority of the number of Elders in attendance required to constitute a quorum. If a quorum is present at no time during a meeting, a majority of the Elders present may adjourn and reconvene the meeting one time without further notice.

**7.12. Proxies.** Voting by proxy is prohibited.

**7.13. Duties of Elders.** Elders shall discharge their duties, in good faith, with ordinary care, and in a manner they reasonably believe to be in the best interest of the Church. Elders may in good faith rely on information, opinions, reports, or statements, including financial statements and other financial data, concerning the Church or another person that were prepared or presented by a variety of persons, including officers and employees of the

Church, professional advisors or experts such as accountants or legal counsel. An Elder is not relying in good faith if the Elder has knowledge concerning a matter in question that renders reliance unwarranted.

**7.14. Delegation of Duties.** The Elder Leadership Board is entitled to select advisors and delegate duties and responsibilities to them, such as the full power and authority to purchase or otherwise acquire stocks, bonds, securities, and other investments on behalf of the Church; and to sell, transfer, or otherwise dispose of the Church's assets and properties at a time and for a consideration that the advisor deems appropriate. Elders have no personal liability for actions taken or omitted by the advisor if the Elder Leadership Board acts in good faith and with ordinary care in selecting the advisor. The Elder Leadership Board may remove or replace the advisor, with or without cause.

**7.15. Interested Parties.** Pursuant to the Act and the provisions of Article XVI below, a contract or transaction between the Church and an Elder of the Church is not automatically void or voidable simply because the Elder has a financial interest in the contract or transaction.

**7.16. Actions of Elder Leadership Board.** The Elder Leadership Board shall try to act by consensus. However, the vote of a majority of the Elders present and voting at a meeting at which a quorum is present shall be sufficient to constitute the act of the Board of Elders unless the act of a greater number is required by law or the bylaws. An Elder who is present at a meeting and abstains from a vote is considered to be present and voting for the purpose of determining the decision of the Elder Leadership Board.

**7.17. No Compensation.** Elders, including the Lead Pastor, shall not receive salaries or compensation for their services to the Elder Leadership Board. The Elder Leadership Board may adopt a resolution providing for payment to Elders for expenses of attendance, if any, at a meeting of the Elder Leadership Boards. An Elder may serve the Church in any other capacity and receive reasonable compensation for those services.

**7.18. Removal of Elders other than the Lead Pastor.** The Elder Leadership Board may vote to remove an Elder, other than the Lead Pastor, at any time, with or without cause. A meeting to consider the removal of an Elder may be called and noticed following the procedures noted below. An Elder may be removed by the affirmative vote of a majority of the Elders. For provisions regarding removal of the Lead Pastor, see Article X.

A vacancy in the Elder Leadership Board may be declared whenever a member has been disqualified by unscriptural conduct, by a spirit of disunity, a change in belief contrary to the Statement of Beliefs, or unwillingness to support the vision and direction of the church under leadership of the Lead Pastor. This action will be considered by the Lead Pastor and the individual Elder Leadership Board member. If they do not come to an agreement on the appropriate course of action, it will then be brought to the Elder Leadership Board requiring a majority consensus.

**7.19. Resignation of Elders.** Any Elder may resign at any time by giving written notice to the Church. Such resignation shall take effect on the date of the receipt of such notice, or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

**7.20. Ecclesiastical Tribunal.** The highest ecclesiastical tribunal of the Church shall be the Elder Leadership Board. The Elder Leadership Board shall be the express and final arbiter of ecclesiastical polity, religious doctrine, questions of Church property, and shall make the final decision with respect to any other matter that shall arise concerning the Church, its internal workings, and its governance in every respect. In deciding such matters, the Board shall use the standards of: (a) the best spiritual, financial, and operating interests of the Church in light of the Holy Bible and the tenets of faith of the Church; and (b) the furtherance of the religious purposes of the Church as discerned by the Elders according to the teachings of the Holy Bible.

**7.21. Church Questions.** In any case where a question arises regarding ecclesiastical polity, Christian doctrine, Membership discipline, questions of Church property, or with respect to any other matter that shall arise concerning the Church, its internal workings, and its governance by any Member, congregant, visitor or other person who is ministered to during religious services held by the Church, or at other times, the Elder Leadership Board shall decide such question by majority vote.

**7.22. Church Disruptions.** Any person deemed by the Elder Leadership Board to: (a) be in substantial disagreement with the doctrine and interpretation of the Holy Bible espoused by the Church; or (b) pose a physical or psychological threat to any person or to the Church; or (c) be causing, about to cause, or capable of causing disruption to the religious services and activities of the Church shall be considered a trespasser on Church property and may be ejected summarily. No Elder shall incur any liability for acting in good faith in the interests of the Church pursuant to this section.



**7.23. Deadlock.** In the case where the Elder Leadership Board shall, by reason of deadlock (whether because an even number of Elders is seated on the Elder Leadership Board, or because certain Elders are absent even though a quorum is present, or because of abstention, or for any other reason), be unable to reach a conclusive vote on any issue before the Elder Leadership Board, then, in such instance, the Lead Pastor or his Appointee, shall cast an additional ballot which shall be known as a "majority ballot," so that an official act or decision may be taken by the Elder Leadership Board. The majority ballot shall be cast in addition to the regular Elder's vote cast by the Lead Pastor.

## **ARTICLE VIII**

### **COMMITTEES AND ADVISORY TEAMS**

**8.01. Establishment.** The Elder Leadership Board may, at its discretion, adopt a resolution establishing one or more Committees or Advisory Teams. Any and all Advisory Teams shall conform to rules established by the Elder Leadership Board.

**8.02. Compensation Committee.** Annually, the Elder Leadership Board shall adopt a resolution establishing a Compensation Committee. The Lead Pastor shall not be the chairman or a voting member of the Committee. At least two of the persons serving on the Committee shall be Elders. The Committee shall be elected by a vote of the Elder Leadership Board. The Compensation Committee shall recommend their findings to the Elder Board. The Board will ultimately approve the Lead Pastor's compensation, as well as that of any of his family members. In so doing, the Compensation Committee will consider duties, performance evaluations, compensation comparability data, and other relevant information. The Lead Pastor shall not participate in the Compensation Committee's discussion and formulation of, or vote regarding, his salary and benefits, or any family member's salary or benefits. The Lead Pastor shall determine the executive staffs salary and benefits, other than any family member of his, subject to the approval of the Compensation Committee.

**8.03. Delegation of Authority.** Each Committee shall consist of two or more persons. If, in addition to the Independent Compensation Committee, the Elder Leadership Board establishes or delegates any of its authority to a Committee, it shall not relieve the Elder Leadership Board, or Elder, of any responsibility imposed by these Bylaws or otherwise imposed by law. The Elder Leadership Board shall define by resolution the activities and scope of authority and the qualifications, in addition to those set forth herein, for membership on all Committees.

No Committee shall have the authority to: (a) amend the Articles of Incorporation; (b) adopt a plan of merger or a plan of consolidation with another Church; (c) authorize the sale, lease, exchange, or mortgage of all or substantially all of the property and assets of the Church; (

d) authorize the voluntary dissolution of the Church; (e) revoke proceedings for the voluntary dissolution of the Church; (f) adopt a plan for the distribution of the assets of the Church; (g) amend, alter, or repeal the Bylaws; (h) elect, appoint, or remove a member of a Committee or an Elder or officer of the Church;

The Elder Leadership Board may designate various Advisory Teams not having or exercising the authority of the Elder Leadership Board. Such Advisory Teams shall only function in an advisory capacity to the Elder Leadership Board. The Lead Pastor shall have the power to appoint and remove members of all Advisory Teams. The Lead Pastor shall serve as an ex officio member of all Advisory Teams. The Elder Leadership Board shall define, by resolution, the scope of activities and the qualifications for membership on all Advisory Teams.

**8.04. Term of Office.** Each member of a Committee or Advisory Team shall serve until the next annual meeting of the church Membership, or until a successor is appointed. However, the term of any Committee or Advisory Team member may terminate earlier if the Committee or Advisory Team is terminated by the Elder Leadership Board, or if the member becomes incapacitated or dies, ceases to qualify, resigns, or is removed as a Member of the Church. A vacancy on a Committee or Advisory Team may be filled by an appointment made in the same manner as an original appointment. A person appointed to fill a vacancy on a Committee or Advisory Team shall serve for the unexpired portion of the terminated Committee member's term.

**8.05 Chair and Vice Chair.** Unless otherwise expressly stated herein, one member of each Committee or Advisory Team shall be designated as the chair, and another member shall be designated as the vice chair. The chair and vice chair of each Committee and Advisory Team shall be appointed by the Lead Pastor with consultation from the outgoing chairman. The chair shall call and preside at all meetings. When the chair is absent, is unable to act, or refuses to act, the vice chair shall perform the duties of the chair. When a vice chair acts in place of the chair, the vice chair shall have all the powers of and be subject to all the restrictions upon the chair.

**8.06 Quorum.** One half the number of members of a Committee or Advisory Team shall constitute a quorum for the transaction of business at any meeting. The members present at a duly called or held meeting at which a quorum is present may continue to transact business even if enough members leave the meeting so that less than a quorum remains. However, no action may be approved without the vote of at least a majority of the number of members required to constitute a quorum. If a quorum is present at no time during a meeting, the chair may adjourn and reconvene the meeting at a later time without further notice.

**8.07. Actions.** Committees and Advisory Teams shall try to take action by consensus. However, the vote of a majority of members present and voting at a meeting at which a quorum is present shall be sufficient to constitute the act of the Committee or Advisory Team unless the act of a greater number is required by law or these Bylaws. A member who is present at a meeting and abstains from a vote is considered to be present and voting for the purpose of determining the act of the Committee or Advisory Team.

## **ARTICLE IX OFFICERS**

The officers of the Church shall be the President, Vice President, Secretary, Treasurer, and any other officers chosen at the discretion of the Lead Pastor. The Lead Pastor shall serve as the President and chief executive officer of the Church. The Lead Pastor may create additional officer positions, define the authority and duties of each such position, and appoint persons to fill the positions.

### **Section 1. President**

- (a) Qualifications: The Lead Pastor of this church shall serve as President of the corporation and must be a licensed or ordained minister.
- (b) Responsibilities: The Lead Pastor is called by God to be a minister and a servant of the Gospel of the Lord Jesus Christ. The church finds its direction from the Lord Jesus Christ under the leadership of the Lead Pastor as overseer and shepherd of the church. The Lead Pastor shall:
  - (1) Equip the church for the work of the ministry, through training and discipleship, by the preaching and teaching of the Word of God.
  - (2) The Lead Pastor of the Church is responsible for leading the Church in accordance with Biblical principles as set forth in the New Testament. As such, the Lead Pastor shall be the leader of the Church congregation, the Church staff, all Church organizations, all Church ministries, the Board of Directors, and all Church Advisory Committees, to accomplish the New Testament purposes of the Church. The Lead Pastor is expressly authorized to do all things necessary and proper to fulfill the above-described leadership position and to fulfill all duties incident to the office of President.
  - (3) Shall act as Chairman of all official meetings of the Church and of the Elder Leadership Board.
  - ( 4) Be an ex-officio member of all committees and departments.
  - ( 5) Approve of all those who are invited to speak or lead in any ministry of the church, considering the needs and wishes of the church.
  - (6) Provide ministry vision, oversee the execution of such vision by holding primary seat of authority and determine organizational structure.

(c) Vacancy: The Lead Pastor shall only be removed, subject to the rights, if any, under any contract of employment with the Church, by the affirmative vote of two-thirds (2/3) of the Elders present in person at any general or special meeting duly noticed pursuant to Section XII of these Bylaws. The Lead Pastor shall only be removed from office, subject to the terms of any employment agreement, for any of the following reasons:

- (a) falling into sinful and worldly practices without repentance;
- (b) engaging in conduct that could hinder the influence of the Church in its community;
- ( c) teaching doctrines inconsistent with The Holy Bible
- (d) neglect of duties;
- (e) resignation; or
- (f) death or disability.

In the event a vacancy occurs in the position of Lead Pastor, the Elder Leadership Board may seek the counsel and help of our side church organizations for advisory recommendations for candidates for lead pastor. However, at all times, the Elder Leadership Board shall maintain the autonomy and authority to nominate and approve the individual for lead pastor. The pulpit ministry shall be under the supervision of the Elder Leadership Board until a Lead Pastor is elected, and the Elders shall provide their own Chair from the Elder Leadership Board in order to transact business for the church.

In the event of vacancy, a Pastoral Search Committee shall be formed that will be comprised of the Elder Leadership Board with up to two (2) active deacons selected by the Elder Leadership Board. In the event that the founding pastor or the existing lead pastor who has served for more than twenty (20) years is leaving in good standing, the founding or Lead Pastor has the prerogative to participate in the Pastoral Search Committee. This committee shall be responsible to conduct a search for candidates to fill the position.

The Pastoral Search Committee is also responsible for establishing meaningful success measures which the new Lead Pastor will be accountable to for the first three (3) years of the newly elected Lead Pastor's tenure. These measurements must be presented to the Lead Pastor candidate prior to the candidate's acceptance and signed by the newly established Lead Pastor, Treasurer and Secretary.

(d) Elections: When the Pastoral Search Committee identifies a viable candidate they shall present the name of the one (1) candidate to the Elder Leadership Board to be voted upon. In addition to the votes placed by the Elder Leadership Board, the Board of Deacons may also participate by casting one (1) vote only, and only during a vacancy in the position of

Lead Pastor. The Board of Deacons' vote shall be determined by a majority vote of the Board of Deacons itself, so long as a quorum is present.

When the candidate receives a two-thirds majority of all votes cast by the members of the Elder Leadership Board and the one Board of Deacons vote, the candidate is elected. This meeting may be a special meeting or the Annual State of the Church meeting. The newly appointed Lead Pastor retains the right to dismiss or retain any and all members of the ministry staff.

(e) Term of Office: In the event of the departure of the founding Pastor, the term of office for subsequent Lead Pastors shall be:

The first term of office shall be for three (3) years. At the expiration of the first term of office, the Elder Leadership Board, sans Lead Pastor, will review and assess the measurement criteria agreed upon the installment of the Lead Pastor.

The Lead Pastor shall be elected for an indefinite period of time if the Lead Pastor carries a two-thirds majority of the Elder Leadership Board. If the pastor is not re-elected to office, the pastor shall receive salary and benefits for up to ninety days, and a new Pastoral Search Committee shall be convened.

## **Section 2. Vice-President**

- a. Qualifications: The office of Vice-President shall be filled by the Executive Pastor of the Church, and be one with management experience, faithfulness in character, and possessing a spirit of cooperation.
- b. Responsibilities: When the Lead Pastor is absent, is unable to act, or refuses to act in his role as chairman of the Elder Leadership Board, the Vice President shall perform the duties of the Lead Pastor. When the Vice President acts in place of the Lead Pastor, the Vice President shall have all the powers of and be subject to all the restrictions upon the Lead Pastor. The Vice President shall perform other duties as assigned by the Lead Pastor or Board of Elders. The Vice President shall have authority to sign for or otherwise bind the Church.
- c. Selection: The Lead Pastor shall appoint the Vice President of the Church.
- d. Term of Office: The term of office shall be for one (1) year.

## **Section 3: Secretary**

- a. Qualifications: The Secretary should be one with clerical ability, faithfulness in character, and possessing a spirit of cooperation.
- b. Responsibilities: The Secretary shall:
  - (1) Keep the minutes of all Elder Leadership Board meetings.

- (2) Keep the minutes of all annual meetings of the church.
- (3) Give all notices as provided in the Bylaws or as required by law.
- (4) Maintain custody of the corporate records and of the seal of the Church.
- (5) Affix the seal of the Church to all documents as authorized.
- (6) Keep a register of the mailing address of each Member, Director, officer, and employee of the Church.
- (7) Perform duties as assigned by the Lead Pastor or by the Elder Leadership Board.
- (8) Perform all duties incident to the office of secretary.
  - c. Selection: The Lead Pastor shall appoint the Secretary of the Church from the members of the Elder Leadership Board. If such a person is not available from the team, the Lead Pastor may appoint an assistant to the Secretary to perform the required tasks.
  - d. Term of Office: The term of office shall be for one (1) year.

#### **Section 4: Treasurer**

- a. Qualifications: The office of Treasurer shall be filled by an Elder of the Church, and should be one with financial ability, faithfulness in character, and possessing a spirit of cooperation.
- b. Responsibilities: The Treasurer shall perform the duties incident to the office of treasurer including:
  - (1) Have charge and custody of and be responsible for all funds and securities of the Church.
  - (2) Receive and give receipts for moneys due and payable to the Church from any source.
  - (3) Deposit all moneys in the name of the Church in banks, trust companies, or other depositories as provided in the Bylaws or as directed by the Elder Leadership Board.
  - (4) Write checks and disburse funds to discharge obligations of the Church.
  - (5) Maintain the financial books and records of the Church.
  - (6) Prepare financial reports at least annually.
  - (7) Perform other duties as assigned by the Lead Pastor or by the Elder Leadership Board.
  - (8) If required by the Elder Leadership Board, give a bond for the faithful discharge of his or her duties in a sum and with a surety as determined by the Elder Leadership Board.
  - (9) shall each year secure the services of an independent accounting firm to perform a financial audit verifying compliance to nonprofit accounting standards.

The treasurer may delegate responsibilities to and has oversight of the Business Administrator.

(c) Selection: The Lead Pastor shall appoint the Treasurer from the members of the Elder Leadership Board. If such a person is not available from the team, the Lead Pastor may appoint an assistant to the Treasurer to perform the required tasks.

(d) Term of Office: The term of office shall be for one (1) year.

All other Church officers may be removed, with or without cause, by a vote of the Lead Pastor and a majority vote of the members of the Elder Leadership Board.

## **Section 6. Resignation of Officers.**

Any Officer may resign at any time by giving written notice to the Church. Any such resignation shall take effect on the date of the receipt of such notice, or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

## **Section 7. Vacancies.**

A vacancy in any office shall be filled only in the manner prescribed in these Bylaws for regular appointment or election to that office.

# **ARTICLE X**

## **DEACONS**

The Church shall also elect Deacons to assist the Elder Leadership Board in day to day management of the Church. Provisions regarding Deacons are set forth below.

**Section 10.01. Qualifications:** Uphold the requirements of Membership and exhibit Christ-honoring leadership and wisdom as modeled in Acts 6: 1-6. A Deacon shall be at least twenty-one (21) years old and shall have been a tithing Member of the church for at least twelve (12) preceding months.

**Section 10.02. Responsibilities:** Deacons will perform the work of servant project leaders to assist in the execution of the church vision.

**Section 10.03. Appointment:** The Lead Pastor, Campus pastor or any Elder may identify and nominate a potential candidate to serve as a Deacon for a specific campus. The Elder Leadership Board will affirm the nomination of a Deacon by a majority vote.

**Section 10.04. Term of Office:** The term of office shall be for two (2) years.

**Section 10.05.** Discipline and Removal: A vacancy by a Deacon may be declared whenever a Member has been disqualified by unscriptural conduct, by a spirit of disunity, a change in belief contrary to the Statement of Beliefs, or unwillingness to support the vision and direction of the church under leadership of the Lead Pastor. This action will be considered by the Lead Pastor and the individual Deacon Member. If they do not come to an agreement on the appropriate course of action, it will then be brought to the Elder Leadership Board requiring a majority consensus.

## **ARTICLE XI FINANCES**

All funds for the maintenance of the corporation shall be provided by voluntary giving of tithes and offerings by the Members and friends of the corporation. Offerings shall be received, disbursed, and transactions properly recorded by the corporation at such times and in such manner as authorized by the Lead Pastor in consultation with the Elder Leadership Board, and shall be administered by the Lead Pastor and/or Business Administrator if such role exists.

### **Section 1. Business Administrator**

The Business Administrator shall keep a proper account of all finances. The Treasurer or Business Administrator shall each year secure the services of an independent accounting firm to perform a financial audit verifying compliance to nonprofit accounting standards.

### **Section 2. Required Books and Records.**

The Church shall keep correct and complete books and records of account.

### **Section 3. Fiscal Year.**

The fiscal year of the Church shall begin on the first day of January and end on the last day in December in each year.

### **Section 4. Deposits.**

All funds of the Church shall be deposited to the credit of the Church in banks, trust companies, or other depositories that the Elder Leadership Board selects.



## Section 5. Gifts.

The Elder Leadership Board may accept on behalf of the Church any contribution, gift, bequest, or devise for the general purposes or any special purpose of the Church including, but not limited to, gifts of money, annuity arrangements, securities, and other tangible and intangible personal property, real property, and interest therein. The Elder Leadership Board may make gifts and give charitable contributions that are not prohibited by these Bylaws, the Articles of Incorporation, state law, or any requirements for maintaining the Church's federal and state tax status.

## Section 6. Contracts and Legal Instruments.

Subject to Article XVI below, the Elder Leadership Board may authorize an individual officer or agent of the Church to enter into a contract or execute and deliver any instrument in the name of and on behalf of the Church. This authority may be limited to a specific contract or instrument, or it may extend to any number and type of possible contracts and instruments.

# **ARTICLE XII**

## **PROPERTY**

Section 1. The Lead Pastor and Elder Leadership Board shall have the oversight of all real and personal property of the church.

Section 2. All property, real or personal, shall be held in the corporate name. The Church shall hold, own, and enjoy its own personal and real property, without any right of reversion to another entity, except as provided in these Bylaws.

(a) "Dissolution" means the complete disbanding of the Church so that it no longer functions as a congregation or as a corporate entity. Upon the dissolution of the Church, its property shall be applied and distributed as follows: , after paying or making provision for payment of all the liabilities of the Corporation, distribute all of the assets of the Corporation for religious and charitable purposes to any organization designated by the Elder Leadership Board of the Corporation which is of like faith and order and is exempt from taxes under Internal Revenue Code Section 501(c)(3) (or the corresponding provision of any future tax law of the United States).

Section 3. Property shall be acquired, sold, leased, mortgaged, or otherwise alienated will adhere to these guidelines:

(a) The Elder Leadership Board will have the responsibility to make such property decisions that do not exceed the total of six (6) months of average giving (from the previous twelve (12) months).

(b) The Elder Leadership Board will also have the responsibility to make such property decisions that do not exceed the total of twelve (12) months of average giving (from the previous twelve (12) months), provided however that the Elder Leadership Board must first consult with the Board of Deacons prior to making any final decision.

(c) For property decisions that exceed the total of twelve (12) months of average giving, the Board of Elders shall not proceed until:

1. The Board of Deacons has been consulted as described in Paragraph (b) above; and
2. The decision of the Elder Leadership Board is submitted for notification to the Members at a meeting with due notice for three (3) successive Sundays immediately preceding the meeting by church publication or announcement. Notice of said meetings shall state the purpose for such meeting.

Section 4. Whistleblower. The Elder Leadership Board shall establish policies and procedures to allow and encourage any person having cause to believe that the Church is involved in any activity or transaction that is in violation of the law to report that belief to the Elder Leadership Board or its designated representative and to have all such reports thoroughly investigated and the results reported to the Elder Leadership Board. The reporting person shall not be subject to retaliation for making a good faith report. The Elder Leadership Board shall take any remedial or other corrective action that is appropriate for any reported violation that is found to be valid or accurate.

### **ARTICLE XIII**

### **ORDINANCES**

A. The ordinance of Baptism in water shall be administered to all those who have repented of their sins and who have believed on the Lord Jesus Christ to the saving of their souls, and who give clear evidence of their commitment.

B. The ordinance of the Lord's Supper shall be observed regularly as modeled in the Scriptures.

### **ARTICLE XIV**

### **LIMITATIONS OF LIABILITY AND INDEMNIFICATION**

No person shall be liable to the Corporation for any loss of damage suffered by it on account of any action taken or omitted to be taken by him/her as an Employee, Deacon, Elder or Officer of the Corporation:

(a) If said action was within that person's scope of authority and was taken in good faith and said person exercised or used the same degree of care and skill as a prudent man would have exercised or used under the circumstances in the conduct of his/her own affairs, or

(b) Said person took or omitted to take such action in reliance upon the written advice of the counsel for the Corporation.

In case any action, suit or proceedings to which an Employee, Deacon, Elder or Officer of the Corporation is made a part and provided that said Employee, Deacon, Elder or Officer meets the requirements of subparagraph (a) and (b) above, then the Corporation shall:

Pay any final judgment entered against that party or pay the amount necessary to settle said proceedings, and shall reimburse said individual for all costs and expenses, including reasonable attorneys' fees, reasonably incurred by him/her in connection with his/her defense.

## **ARTICLE XV**

### **CONFLICT OF INTEREST POLICY**

Section 1. Purpose. The purpose of the conflict of interest policy is to protect the Church's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an Elder or officer of the Church, or might result in a possible excess benefit transaction. This policy is intended to supplement, but not replace, any applicable state and federal laws governing conflicts of interest applicable to nonprofit and charitable organizations.

Section 2. Definitions.

(a) Interested Person. Any Elder, principal officer, or member of a committee with powers delegated by the Elder Leadership Board, who has a direct or indirect financial interest, as defined below, is an interested person.

(b) Financial Interest. A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- 1) An ownership or investment interest in any entity with which the Church has a transaction or arrangement;

- 2) A compensation arrangement with the Church or with any entity or individual with which the Church has a transaction or arrangement; or
- 3) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Church is negotiating a transaction or arrangement.

Compensation includes direct or indirect remuneration, as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest.

### Section 3. Procedures.

- (a) Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given opportunity to disclose all material facts to the Elder Leadership Board.
- (b) Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he or she shall leave the Board meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board members shall decide if a conflict of interest exists.
- (c) Procedures for Addressing the Conflict of Interest.
  - 1) An interested person may make a presentation at the Board meeting, but after the presentation, he or she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
  - 2) The chairman of the Elder Leadership Board may, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
  - 3) After exercising due diligence, the Elder Leadership Board shall determine whether the Church can obtain, with reasonable efforts, a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
  - 4) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Elder Leadership Board shall determine by a majority vote of the disinterested Elders whether the transaction or arrangement is in the Church's best interests, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision whether to enter into the transaction or arrangement.
- (d) Violations of the Conflicts of Interest Policy.
  - 1) If the Elder Leadership Board has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the

basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

- 2) If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Elder Leadership Board determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Section 4. Records of Proceedings. The minutes of the Elder Leadership Board shall contain:

- (a) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Elder Leadership Board's decision as to whether a conflict of interest in fact existed.
- (b) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Section 5. Compensation.

- (a) A voting member of the Elder Leadership Board who receives compensation, directly or indirectly, from the Church for services is precluded from voting on matters pertaining to that member's compensation.
- (b) A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Church for services is precluded from voting on matters pertaining to that member's compensation.
- (c) No voting member of the Elder Leadership Board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Church, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

## **ARTICLE XVI:**

### **CHRISTIAN ALTERNATIVE DISPUTE RESOLUTION**

In keeping with 1 Corinthians 6: 1-8, all disputes which may arise between any Member of the Church and the Church itself, or between any Member of the Church and any Pastor, Elder, officer, employee, volunteer, agent, or other Members of this Church, shall be resolved by mediation, and if not resolved by mediation, then by binding arbitration under the procedures and supervision of the Rules of Procedure for Christian Conciliation, Institute for

Christian Conciliation, or similar faith-based mediation and arbitration group. In the event that the Institute for Christian Conciliation ceases to exist during the course of this Agreement, arbitration under this section shall be conducted according to the rules of the American Arbitration Association in existence at the time of the agreement. Judgment upon an arbitration award may be entered in any court otherwise having jurisdiction. The parties each agree to bear their own costs related to any mediation or arbitration proceeding including payment of their own attorneys' fees. Either party may file a motion seeking temporary injunctive relief from a court of competent jurisdiction in order to maintain the status quo until the underlying dispute or claim can be submitted for mediation or arbitration. If a dispute may result in an award of monetary damages that could be paid under a Church insurance policy, then use of the conciliation, mediation, and arbitration procedure is conditioned on acceptance of the procedure by the liability insurer of the Church and the insurer's agreement to honor any mediation, conciliation or arbitration award up to any applicable policy limits. The mediation, conciliation, and arbitration process is not a substitute for any disciplinary process set forth in the Bylaws of the Church, and shall in no way affect the authority of the church to investigate reports of misconduct, to conduct hearings, or to administer discipline of Members.

## **ARTICLE XVII**

### **EMERGENCY POWERS AND BYLAWS**

An "emergency" exists for the purposes of this section if a quorum of the Elder Leadership Board cannot readily be obtained because of some catastrophic event. In the event of an emergency, the Elder Leadership Board may: (i) modify lines of succession to accommodate the incapacity of any Elder Leadership Board member, officer, employee or agent; and (ii) relocate the principal office, designate alternative principal offices or regional office, or authorize officers to do so. During an emergency, notice of a meeting of the Elder Leadership Board only needs to be given to those Elder Leadership Board members for whom such notice is practicable. The form of such notice may also include notice by publication or radio. One or more officers of the Church present at a meeting of the Elder Leadership Board may be deemed Elder Leadership Board members for the meeting, as necessary to achieve a quorum. Corporate action taken in good faith during an emergency binds the Church and may not be the basis for imposing liability on any Elder Leadership Board Member, officer, employee or agent of the Church on the ground that the action was not authorized. The Elder Leadership Board may also adopt emergency bylaws, subject to amendments or repeal by the full Elder Leadership Board, which may include provisions necessary for managing the Church during an emergency including; (i) procedures for calling

a meeting of the Elder Leadership Board; (ii) quorum requirements for the meeting; and (iii) designation of additional or substitute Elder Leadership Board members. The emergency bylaws shall remain in effect during the emergency and not after the emergency ends.

## **ARTICLE XVIII**

### **MISCELLANEOUS PROVISIONS**

Section 1. The Holy Bible referred to in these Bylaws is the Old and New Testament of the Christian Faith, or any later translation which may be adopted or used by the Board from time to time.

Section 2. Amendments to Bylaws. These Bylaws may only be altered, amended, or repealed, and new bylaws may only be adopted by a majority vote of the Elder Leadership Board.

Section 3. Construction of Bylaws. These Bylaws shall be construed in accordance with the laws of the State of Oklahoma. All references in the Bylaws to statutes, regulations, or other sources of legal authority shall refer to the authorities cited, or their successors, as they may be amended from time to time. If any Bylaw provision is held to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect any other provision and the Bylaws shall be construed as if the invalid, illegal, or unenforceable provision had not been included in the Bylaws. The headings used in the Bylaws are used for convenience and shall not be considered in construing the terms of the Bylaws.

Wherever the context requires, all words in the Bylaws in the male, female or neuter genders shall be deemed to include the other genders, all singular words shall include the plural, and all plural words shall include the singular.

Section 4. Seal. The Elder Leadership Board may provide for a corporate seal.

Section 5. Power of Attorney. A person may execute any instrument related to the Church by means of a power of attorney if an original executed copy of the power of attorney is provided to the secretary of the Church to be kept with the Church records.

Section 6. Parties Bound. The Bylaws shall be binding upon and inure to the benefit of the Church Members, Elders, officers, employees, and agents of the Church and their respective heirs, executors, administrators, legal representatives, successors, and assigns except as otherwise provided in the Bylaws.

Authorized Signatures:

---

Senior Pastor's Name

---

Secretary's Name

---

Board of Director's Name

---

Board of Director's Name

---

Board of Director's Name

---

Board of Director's Name

---



Form **2848**  
(Rev. January 2021)  
Department of the Treasury  
Internal Revenue Service

# Power of Attorney and Declaration of Representative

Go to [www.irs.gov/Form2848](http://www.irs.gov/Form2848) for instructions and the latest information.

OMB No. 1545-0150

For IRS Use Only

Received by:

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Function \_\_\_\_\_

Date / /

**Part I Power of Attorney**

**Caution:** A separate Form 2848 must be completed for each taxpayer. Form 2848 will not be honored for any purpose other than representation before the IRS.

**1 Taxpayer information.** Taxpayer must sign and date this form on page 2, line 7.

Taxpayer name and address

Taxpayer identification number(s)

FOR FAITH & FAMILY INC  
3270 CYPRESS LANE  
TAHLEQUAH OK 74464

99-1372919

Daytime telephone number

Plan number (if applicable)

918-999-1552

hereby appoints the following representative(s) as attorney(s)-in-fact

**2 Representative(s) must sign and date this form on page 2, Part II.**

Name and address

Susan Charboneau  
219 S College Avenue  
Tahlequah OK 74464

CAF No. 0302-57408R

PTIN P00555284

Telephone No. 918-431-1040

Fax No. 918-431-1045

Check if to be sent copies of notices and communications ☒Check if new: Address ☐ Telephone No. ☐ Fax No. ☐

Name and address

CAF No. \_\_\_\_\_

PTIN \_\_\_\_\_

Telephone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

Check if to be sent copies of notices and communications ☐Check if new: Address ☐ Telephone No. ☐ Fax No. ☐

Name and address

CAF No. \_\_\_\_\_

PTIN \_\_\_\_\_

Telephone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

(Note: IRS sends notices and communications to only two representatives.)

Check if new: Address ☐ Telephone No. ☐ Fax No. ☐

Name and address

CAF No. \_\_\_\_\_

PTIN \_\_\_\_\_

Telephone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

(Note: IRS sends notices and communications to only two representatives.)

Check if new: Address ☐ Telephone No. ☐ Fax No. ☐

to represent the taxpayer before the Internal Revenue Service and perform the following acts:

- 3 Acts authorized (you are required to complete line 3).** Except for the acts described in line 5b, I authorize my representative(s) to receive and inspect my confidential tax information and to perform acts I can perform with respect to the tax matters described below. For example, my representative(s) shall have the authority to sign any agreements, consents, or similar documents (see instructions for line 5a for authorizing a representative to sign a return).

Description of Matter (Income, Employment, Payroll, Excise, Estate, Gift, Whistleblower, Practitioner Discipline, PLR, FOIA, Civil Penalty, Sec. 4980H Shared Responsibility Payment, etc.) (see instructions)	Tax Form Number (1040, 941, 720, etc.) (if applicable)	Year(s) or Period(s) (if applicable) (see instructions)
Application for Exemption under 501C3	1023	2024-2026

- 4 Specific use not recorded on the Centralized Authorization File (CAF).** If the power of attorney is for a specific use not recorded on CAF, check this box. See Line 4. *Specific Use Not Recorded on CAF in the instructions* ☐

- 5a Additional acts authorized.** In addition to the acts listed on line 3 above, I authorize my representative(s) to perform the following acts (see instructions for line 5a for more information): ☐ Access my IRS records via an Intermediate Service Provider;

☐ Authorize disclosure to third parties; ☐ Substitute or add representative(s); ☐ Sign a return;

☐ Other acts authorized: \_\_\_\_\_

Form 2848 (Rev. 1-2021)

FOR FAITH &amp; FAMILY INC

99-1372919

Page 2

b Specific acts not authorized. My representative(s) is (are) not authorized to endorse or otherwise negotiate any check (including directing or accepting payment by any means, electronic or otherwise, into an account owned or controlled by the representative(s) or any firm or other entity with whom the representative(s) is (are) associated) issued by the government in respect of a federal tax liability. List any other specific deletions to the acts otherwise authorized in this power of attorney (see instructions for line 5b):

8 Retention/revocation of prior power(s) of attorney. The filing of this power of attorney automatically revokes all earlier power(s) of attorney on file with the Internal Revenue Service for the same matters and years or periods covered by this form. If you do not want to revoke a prior power of attorney, check here ☐

**YOU MUST ATTACH A COPY OF ANY POWER OF ATTORNEY YOU WANT TO REMAIN IN EFFECT.**

7 Taxpayer declaration and signature. If a tax matter concerns a year in which a joint return was filed, each spouse must file a separate power of attorney even if they are appointing the same representative(s). If signed by a corporate officer, partner, guardian, tax matters partner, partnership representative (or designated individual, if applicable), executor, receiver, administrator, trustee, or individual other than the taxpayer, I certify I have the legal authority to execute this form on behalf of the taxpayer.

**IF NOT COMPLETED, SIGNED, AND DATED, THE IRS WILL RETURN THIS POWER OF ATTORNEY TO THE TAXPAYER.**

Signature

Date

Title (if applicable)

Jon Asbill

Print Name

8/22/24 Vice President

FOR FAITH &amp; FAMILY INC

Print name of taxpayer from line 1 if other than individual

## Part II Declaration of Representative

Under penalties of perjury, by my signature below I declare that:

- I am not currently suspended or disbarred from practice, or ineligible for practice, before the Internal Revenue Service;
- I am subject to regulations in Circular 230 (31 CFR, Subtitle A, Part 10), as amended, governing practice before the Internal Revenue Service;
- I am authorized to represent the taxpayer identified in Part I for the matter(s) specified there; and
- I am one of the following:
  - a Attorney—a member in good standing of the bar of the highest court of the jurisdiction shown below.
  - b Certified Public Accountant—a holder of an active license to practice as a certified public accountant in the jurisdiction shown below.
  - c Enrolled Agent—enrolled as an agent by the IRS per the requirements of Circular 230.
  - d Officer—a bona fide officer of the taxpayer organization.
  - e Full-Time Employee—a full-time employee of the taxpayer.
  - f Family Member—a member of the taxpayer's immediate family (spouse, parent, child, grandparent, grandchild, step-parent, step-child, brother, or sister).
  - g Enrolled Actuary—enrolled as an actuary by the Joint Board for the Enrollment of Actuaries under 29 U.S.C. 1242 (the authority to practice before the IRS is limited by section 10.3(d) of Circular 230).
  - h Unenrolled Return Preparer—Authority to practice before the IRS is limited. An unenrolled return preparer may represent, provided the preparer (1) prepared and signed the return or claim for refund (or prepared if there is no signature space on the form); (2) was eligible to sign the return or claim for refund; (3) has a valid PTIN; and (4) possesses the required Annual Filing Season Program Record of Completion(s). See Special Rules and Requirements for Unenrolled Return Preparers in the instructions for additional information.
  - k Qualifying Student or Law Graduate—receives permission to represent taxpayers before the IRS by virtue of his/her status as a law, business, or accounting student, or law graduate working in a LTC or STCP. See instructions for Part II for additional information and requirements.
  - r Enrolled Retirement Plan Agent—enrolled as a retirement plan agent under the requirements of Circular 230 (the authority to practice before the Internal Revenue Service is limited by section 10.3(e)).

**IF THIS DECLARATION OF REPRESENTATIVE IS NOT COMPLETED, SIGNED, AND DATED, THE IRS WILL RETURN THE POWER OF ATTORNEY. REPRESENTATIVES MUST SIGN IN THE ORDER LISTED IN PART I, LINE 2.**

Note: For designations d-f, enter your title, position, or relationship to the taxpayer in the "Licensing jurisdiction" column.

Designation — Insert above letter (a-r).	Licensing jurisdiction (State) or other licensing authority (if applicable).	Bar, license, certification, registration, or enrollment number (if applicable).	Signature	Date
b	Oklahoma	15627	Susan Charlton	08/21/24

*S.M. Charboneau, CPA, P.C.*

*219 S. College Ave.*

*Tahlequah, OK 74464*

**FAX COVER SHEET**

To: **DEPT OF THE TREASURY c/o**  
**Christabella Setiadi**  
COMPANY: **Tax Exempt and Government Entities**  
PHONE: \_\_\_\_\_  
FAX: **866-546-4971**

From: **For Faith & Family Inc**  
COMPANY: **S.M. CHARBONEAU, CPA, P.C.**  
PHONE: **918.431.1040**  
FAX: **918.431.1045**

DATE: **May 14, 2025**

TIME: **2:41 PM**

Pages including this cover page: **14**

CALL: **Susi at 918.431.1040 if you have problems receiving this fax.**

☒ Confidential

☒ URGENT

☐ Please Reply

☐ For your information

The info contained in this facsimile message is privileged and confidential information intended only for the use of the individual or entity name above. If the reader of the message is not the intended recipient, or the employee or agent responsible to deliver to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone, and return the original message to us at the above address via the USPS.

***Please see attached Form 1023 document request:***

**For Faith & Family Inc. EIN 99-1372919**

S.M. Charboneau, CPA, P.C.  
*Certified Public Accountant*



May 14<sup>th</sup>, 2025

Department of the Treasury  
Tax Exempt and Government Entities  
PO Box 2508  
Cincinnati, OH 45201

For Faith & Family Inc  
3270 Cypress Lane  
Tahlequah, OK 74464

RE: Information requested for determination letter request submitted on Form 1023  
Fed ID #99-1372919

Dear Christabella Setiadi,

Enclosed please find the information requested in your letter dated May 5<sup>th</sup>, 2025. We have included the following:

1. Penalties of perjury declaration signed by an officer.
2. A copy of the cover letter to our response.
3. A copy of the complete organizing document with proof of filing with the state of Oklahoma.
4. A copy of the complete articles of incorporation with proof of filing with the state of Oklahoma.
5. A copy of the amendment to the articles of incorporation with proof of filing with the state of Oklahoma.

Please contact me if you have any questions or need further information.

Sincerely,

  
Susan Charboneau, CPA

412 South 5th Street  
PO Box 1543  
Jay, OK 74346  
Phone 918.253.8131  
Fax 918.253.8771

[www.charboneaucpa.com](http://www.charboneaucpa.com)  
[charboneau.cpa@sbcglobal.net](mailto:charboneau.cpa@sbcglobal.net)

219 S. College Avenue  
Tahlequah, OK 74464  
Phone 918.431.1040  
Fax 918.431.1045



Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
PO Box 2508  
Cincinnati, OH 45201

FOR FAITH & FAMILY INC  
3270 CYPRESS LANE  
TAHLEQUAH, OK 74464

**Date:**

MAY 5, 2025

**Employer ID number:**

99-1372919

**Person to contact:**

Name: Christabella Setiadi

ID number: 5085258

Telephone: (626) 927-1239

Fax: (866) 546-4971

**Response due date:**

JUNE 2, 2025

Dear Applicant:

**Why you are receiving this letter**

We need more information to consider the determination letter request you submitted on Form 1023.

**What you need to do now**

Provide the information requested and submit your response by the due date above.

- Include the penalties of perjury declaration with your response, signed by one of your officers, directors, trustees, or other officials who are authorized to sign for you.
- Attach a copy of the cover letter to your response.
- Send one copy of your response. Multiple responses may result in processing delays.
  - Prior to calling to verify we received your response, allow adequate processing time. Allow 3 business days for faxing and 7 business days for mailing in responses.
- **Don't** include any personal identifying information, such as, bank account or Social Security numbers.
  - This could result in identity theft or other adverse consequences if publicly disclosed.

If we approve your request, typically we're required by law to make your request and the information you submit available for public inspection.

**How to respond**

Send your response using one of the following methods:

• **Secure Messaging:**

IRS secure messaging provides a safe means for exchanging information with us online.

Secure messaging is available at [IRS.gov/TEGEconnect](https://www.irs.gov/TEGEconnect).

For more information about secure messaging, refer to Publication 5295, Secure Messaging for Tax Exempt and Government Entities.



Or scan here to access the  
secure messaging tool.

• **Fax:** 866-546-4971

You may fax your documents to the fax number shown above, using either a fax machine or online fax service. Protect yourself when sending digital data by understanding the fax service's privacy and security policies.

• **US Mail:**

ATTN: Christabella Setiadi      Room 6403  
Internal Revenue Service Exempt Organizations  
PO Box 2508  
Cincinnati, OH 45201  
Group 7832

• **Street Address (delivery service):**

ATTN: Christabella Setiadi      Room 6403  
Internal Revenue Service Exempt Organizations  
550 Main Street  
Cincinnati, OH 45202  
Group 7832

**What you should know**

If you don't respond or provide all the requested information by the due date:

- Your case may be closed without a determination,
- We won't refund any user fee you paid, and
- You'll need to submit a new request and user fee if you would like us to reconsider your request.

If you haven't established that you meet the requirements for exemption for the subsection requested, we may make an adverse determination.

**Taxpayer rights and sources for assistance**

The Taxpayer Advocate Service (TAS) is an independent organization within the IRS that helps taxpayers and protects taxpayers' rights. TAS can offer you help if your tax problem is causing a financial difficulty, you've tried but been unable to resolve your issue with the IRS, or you believe an IRS system, process, or procedure isn't working as it should. If you qualify for TAS assistance, which is always free, TAS will do everything possible to help you. To learn more, visit **taxpayeradvocate.irs.gov** or call 877-777-4778.

**Where to find more information**

Find tax forms or publications by visiting **IRS.gov/forms** or calling 800-TAX-FORM (800-829-3676).

If you have questions or need additional time to respond, call me at the number listed at the top of this letter. You can call my supervisor, Diana Davenport at 513-975-6765 if you still have concerns after speaking with me.

We sent a copy of this letter to your representative as indicated on your Form 2848, Power of Attorney and Declaration of Representative.

Sincerely,

*Christabella Setiadi*

Christabella Setiadi  
Exempt Organizations Specialist

Enclosures:  
Information Request

cc: Susan  
Charboneau

## Information Request

### First Request

#### Information we need to make our determination

1. Include the following declaration with your response. The declaration must accompany responses per Revenue Procedure 2025 -5, updated annually. You can sign and date the statement below or place it into the body of your signed response. It must be signed and dated by an officer, director, trustee or other official who is authorized to sign for you (not a representative authorized by a power of attorney).

Under penalties of perjury, I declare that I have examined this request, or this modification to the request, including accompanying documents, and, to the best of my knowledge and belief, the request or modification contains all the relevant facts relating to the request, and such facts are true, correct, and complete.

Signature of Authorized Individual

Date

5/14/25

2. You didn't include a complete copy of your organizing document with your application, as required. Send a complete copy of your original organizing document and any amendments that show proof of filing. See Form 1023 Instructions, pages 6-8, at [IRS.gov/forms](https://www.irs.gov/forms) for more details.
  - Because you're a corporation, your articles of incorporation (and all amendments) must show proof of filing with your state of incorporation. We can't accept a copy that only indicates it was sent to or received by the state. You may need to contact your state of incorporation if you can't locate a copy of your organizing document. If you don't have a copy showing proof of filing, you may send a signed declaration with your document.
3. You didn't submit a complete copy of your articles of incorporation (or other state required organizing document) with your application. Please review your organizing document and any amendments. You must amend your document if it doesn't meet the following requirements. Reminder: As a corporation, you must file any amendments with the appropriate state agency.

Your organizing document must:

- Limit your purposes to one or more purposes described in IRC Section 501(c)(3) (purpose clause)
- Not expressly empower you to engage, other than as an insubstantial part of your activities, in activities that do not further one or more of those purposes
- Not empower you to directly or indirectly participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office
- Permanently dedicate your assets for IRC Section 501(c)(3) purposes (dissolution clause)

Examples of acceptable purpose and dissolution clauses are:

Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations described under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local

government, for a public purpose.

See Publication 557, Tax-Exempt Status for Your Organization, page 25, for more details and examples. You can find tax forms or publications by visiting IRS.gov/forms.

Check each box and sign below to verify your organizing document (or any amendments to it) meets the requirements of IRC Section 501(c)(3). **Note:** You must check all four boxes to meet these requirements.

- ☒ Our organizing document limits our purposes to one or more purposes described in IRC Section 501(c)(3).
- ☒ Our organizing document does not expressly empower us to engage, other than as an insubstantial part of our activities, in activities that do not further one or more of those purposes.
- ☒ Our organizing document does not empower us to directly or indirectly participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office.
- ☒ Our organizing document permanently dedicates our assets for IRC Section 501(c)(3) purposes.

**Note:** You don't need to send a copy of your organizing document or any amendments to it.

☒

SIGNATURE

Date

5/14/25

### How to submit the requested information (do's and don'ts)

#### Do

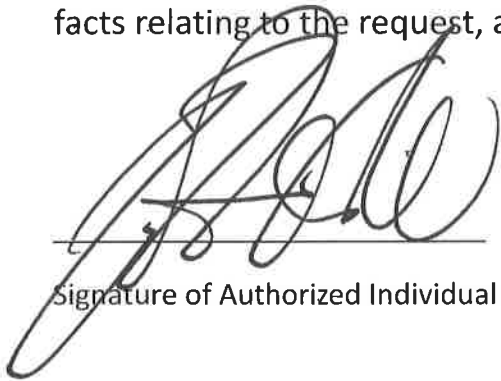
- **Include** the penalties of perjury declaration with your response, signed by one of your officers, directors, trustees, or other officials who are authorized to sign for you.
- **Attach** a copy of the cover letter to your response. This enables us to associate your response quickly and accurately with your case file.
- **Send** only one copy of your response. Multiple responses may result in processing delays.
  - **Allow** adequate processing time if you call to verify, we received your response. Allow three business days for fax and seven business days for mail in responses.

**Don't** include any personal identifying information like bank account or social security numbers that could result in identity theft or other adverse consequences if publicly disclosed. If we approve your request, we're generally required by law to make your request and the information you submit in response to this letter available for public inspection. If you have questions about the public inspection of your request or other documents, please call me.

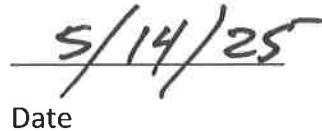


**DECLARATION PER REVENUE PROCEDURE 2025-5**

Under penalties of perjury, I declare that I have examined this request, or this modification to the request, including accompanying documents, and, to the best of my knowledge and belief, the request or modification contains all the relevant facts relating to the request, and such facts are true, correct, and complete.

A handwritten signature in black ink, consisting of stylized, overlapping loops and lines, positioned above a horizontal line.

Signature of Authorized Individual

A handwritten date in black ink, written as "5/14/25" with a horizontal line underneath.

Date

**OKLAHOMA Secretary of State Electronic Filing****CERTIFICATE OF INCORPORATION  
DOMESTIC NOT FOR PROFIT CORPORATION**

Document Number: 64110780002 Submit Date: 2/15/2024

**CORPORATION NAME**

The name of the corporation is:  
FOR FAITH & FAMILY INC.

**PURPOSE**

Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under the section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code. The business activity for said organization is as follows: To empowering communities through a dual focus on faith-based initiatives and family-centered programs.

No part of the net earnings of this organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of this organization shall be the carrying on propaganda, or otherwise attempting to influence legislation, and this organization shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the corporation shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c) (2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Upon the dissolution of this corporation, assets remaining shall be distributed for one or more exempt purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

This corporation does not have authority to issue capital stock.

This corporation is not for profit, and as such the corporation does not afford pecuniary gain, incidentally or otherwise, to its members.

**EFFECTIVE DATE**

**Effective Date:**  
Same as filing date.

**DURATION**

Perpetual

**REGISTERED AGENT AND REGISTERED OFFICE ADDRESS**

**Agent Name**  
UNITED STATES CORPORATION AGENTS, INC.  
**Address**  
624 DENVER AVENUE, SUITE 300B  
TULSA, OK 74119 USA

**INCORPORATOR INFORMATION**

**Name**  
ANDREAS BASSON  
**Address**  
3270 CYPRESS LN.  
TAHLEQUAH, OK 74464 USA

**Title**  
Incorporator

**Name**  
IRMARI BASSON  
**Address**  
3270 CYPRESS LN.  
TAHLEQUAH, OK 74464 USA

**Title**  
Incorporator

**Name**  
ALLISON SELLER  
**Address**  
3270 CYPRESS LN.  
TAHLEQUAH, OK 74464 USA

**Title**  
Incorporator

**DIRECTOR INFORMATION**

**Name**  
ANDREAS BASSON  
**Address**  
3270 CYPRESS LN.  
TAHLEQUAH, OK 74464 USA

**Title**  
Director

**Name**  
IRMARI BASSON  
**Address**  
3270 CYPRESS LN.  
TAHLEQUAH, OK 74464 USA

**Title**  
Director

**Name**  
ALLISON SELLER  
**Address**  
3270 CYPRESS LN.  
TAHLEQUAH, OK 74464 USA

**Title**  
Director

The Number of Directors to be Elected at the First Meeting: 3

**ATTACHMENTS**

**File Label**

**File Name and Path**

**SIGNATURE**

I hereby certify that the information provided on this form is true and correct to the best of my knowledge and by attaching the signature I agree and understand that the typed electronic signature shall have the same legal effect as an original signature and is being accepted as my original signature pursuant to the Oklahoma Uniform Electronic Transactions Act, Title 12A Okla. Statutes Section 15-101, et seq.

Dated - 2/15/2024

**Corporation Name**

**Signature Name**  
ANDREAS BASSON  
IRMARI BASSON  
ALLISON SELLER

**Title**

OFFICE OF THE SECRETARY OF STATE



**NOT FOR PROFIT  
CERTIFICATE OF INCORPORATION**

*WHEREAS, the Not For Profit Certificate of Incorporation of*

**FOR FAITH & FAMILY INC.**

*has been filed in the office of the Secretary of State as provided by the laws of the State of Oklahoma.*

*NOW THEREFORE, I, the undersigned, Secretary of State of the State of Oklahoma, by virtue of the powers vested in me by law, do hereby issue this certificate evidencing such filing.*

*IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the Great Seal of the State of Oklahoma.*



*Filed in the city of Oklahoma City this  
15th day of February, 2024.*

A handwritten signature in black ink, appearing to read "Jed C. ...", is written over a horizontal line.

*Secretary of State*

**OKLAHOMA Secretary of State Electronic Filing**

**Amended Certificate of Incorporation**

Document Number 70958480002 Submit Date - 5/13/2025

The undersigned corporation, for the purpose of amending its certificate of incorporation pursuant to Title 18, Section 1077, hereby certifies:

The name of the corporation is:

FOR FAITH & FAMILY INC.

The duration of the corporation is:

Perpetual

The name of the registered agent and the street address of the registered office in the State of Oklahoma is:

UNITED STATES CORPORATION AGENTS, INC.

624 DENVER AVENUE, SUITE 300B

TULSA, OK 74119 USA

Additional amendments to the Certificate of Incorporation are:

Amendment adopted to update corporate records to reflect the change in the Board of Directors, approved and voted on during a duly noticed meeting of the directors held on August 14th, 2024.

Director change details:

Previous Directors: (as of prior to August 14th, 2024)

1. Andreas Basson
2. Imari Basson
3. Allison Seller

New Directors: (as of August 14th, 2024)

1. Jon Asbill
2. Ashley Stevens
3. Mike Crawley

Amendment has been duly adopted in accordance with the governing documents of the corporation.

See Attached Document

At a meeting of the governing body of said corporation, a resolution was duly adopted setting forth the foregoing proposed amendment(s) to the certificate of incorporation of said corporation, declaring said amendment(s) to be advisable and calling a meeting of the members for consideration thereof.

Pursuant to such call and to due written notice given to each member, a meeting was held, at which meeting the necessary number of members as required by the certificate of incorporation of said corporation voted in favor of the amendment(s).

**IN WITNESS WHEREOF**, said corporation has caused this certificate to be signed this 13th day of May, 2025 by :

I hereby certify that the information provided on this form is true and correct to the best of my knowledge and by attaching the signature I agree and understand that the typed electronic signature shall have the same legal effect as an original signature and is being accepted as my original signature pursuant to the Oklahoma Uniform Electronic Transactions Act, Title 12A Okla. Statutes Section 15-101, et seq.

Signature:

SUSAN CHARBONEAU

Title:

CPA

[End Of Image]

# **AMENDMENT TO ARTICLES OF INCORPORATION**

## **FOR FAITH & FAMILY INC.**

A Not-for-Profit Corporation

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**Pursuant to the provisions of the applicable Not-for-Profit Corporation Law, the undersigned corporation adopts the following amendment(s) to its Articles of Incorporation:**

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### **1. Corporation Name:**

**For Faith & Family Inc.**

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### **2. Date of Board Resolution Approving Amendment:**

**August 14, 2024**

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### **3. Amendment(s) Adopted:**

The corporation hereby updates its records to reflect the change in the Board of Directors, approved and voted on during a duly noticed meeting of the members/directors held on August 14, 2024.

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### **4. Director Change Details:**

#### **Previous Directors (as of prior to August 14, 2024):**

- Andreas Basson
- Irmari Basson
- Allison Seller

#### **New Directors (as of August 14, 2024):**

- Jon Asbill
- Ashley Stevens
- Mike Crawley

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**5. Certification:**

This amendment has been duly adopted in accordance with the governing documents of the corporation and applicable state nonprofit corporation laws.

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**Executed on this 14th day of August, 2024.**

**By:**

Authorized Officer / President / Secretary

Name: Jon Asbill

Title: Director/Vice President



**OKLAHOMA Secretary of State Electronic Filing****Trade Name Report**

Document Number 66939930002 Submit Date - 8/14/2024

The undersigned business entity, in order to do business in Oklahoma under a name other than its legal name, hereby submits the following trade name report pursuant to Title 18, Oklahoma Statutes, Section 1140:

The **trade name** under which the business is carried on in Oklahoma is:  
RIVER VALLEY CHURCH OKLAHOMA

The legal name of the entity doing business under the trade name is:  
FOR FAITH & FAMILY INC.

The type of "business entity" filing the trade name report is:  
Domestic Not For Profit Corporation

The business entity was formed in the state of:  
Oklahoma

Business is carried on under such trade name at the following address(es):  
3270 CYPRESS LANE  
TAHLEQUAH, OK 74464 USA

A brief description of the kind of business being transacted under such trade name:  
The entity is a Not For Profit Church that promotes the Christian religion

The date on which the trade name is to be effective, if it is to be effective after the filing date:

**CORPORATION ACKNOWLEDGEMENT**

I/we, being duly authorized to sign on behalf of the above named corporation, do hereby execute this report this 14th day of August, 2024.

I hereby certify that the information provided on this form is true and correct to the best of my knowledge and by attaching the signature I agree and understand that the typed electronic signature shall have the same legal effect as an original signature and is being accepted as my original signature pursuant to the Oklahoma Uniform Electronic Transactions Act, Title 12A Okla. Statutes Section 15-101, et seq.

Signature:  
SUSAN CHARBONEAU, CPA

Title:  
OTHER

[End Of Image]

## OKLAHOMA Secretary of State Electronic Filing

### Amended Certificate of Incorporation

Document Number 71323140002 Submit Date - 6/6/2025

The undersigned corporation, for the purpose of amending its certificate of incorporation pursuant to Title 18, Section 1077, hereby certifies:

The name of the corporation is:  
FOR FAITH & FAMILY INC.

The duration of the corporation is:  
Perpetual

The name of the registered agent and the street address of the registered office in the State of Oklahoma is:  
UNITED STATES CORPORATION AGENTS, INC.  
624 DENVER AVENUE, SUITE 300B  
TULSA, OK 74119 USA

Additional amendments to the Certificate of Incorporation are:  
Amendment adopted to update the Board membership of For Faith & Family, Inc. to reflect the addition of one new board member. Approved and voted on during a duly noticed meeting of the directors held on May 29th, 2025.

Director change Details: Effective 05/29/2025 Andreas Basson is hereby added as a Member of the Oversight Board of For Faith & Family, Inc (trade name River Valley Church Oklahoma).

Amendment has been duly adopted in accordance with the governing documents of the corporation.

Other articles remain in full force and effect.

See Attachment.

At a meeting of the governing body of said corporation, a resolution was duly adopted setting forth the foregoing proposed amendment(s) to the certificate of incorporation of said corporation, declaring said amendment(s) to be advisable and calling a meeting of the members for consideration thereof.

Pursuant to such call and to due written notice given to each member, a meeting was held, at which meeting the necessary number of members as required by the certificate of incorporation of said corporation voted in favor of the amendment(s).

**IN WITNESS WHEREOF**, said corporation has caused this certificate to be signed this 6th day of June, 2025 by :

I hereby certify that the information provided on this form is true and correct to the best of my knowledge and by attaching the signature I agree and understand that the typed electronic signature shall have the same legal effect as an original signature and is being accepted as my original signature pursuant to the Oklahoma Uniform Electronic Transactions Act, Title 12A

Okla. Statutes Section 15-101, et seq.

Signature:

SUSAN CHARBONEAU

Title:

CPA

[End Of Image]

# CORPORATE AMENDMENT

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For Faith & Family, Inc.

Trade Name: River Valley Church Oklahoma

State of Incorporation: Oklahoma

## **Amendment to Corporate Records**

Pursuant to the Oklahoma General Corporation Act, the undersigned officers of For Faith & Family, Inc., an Oklahoma nonprofit corporation, hereby adopt the following amendment to the corporation's records:

### **Article I – Purpose of Amendment**

This Amendment is adopted to update the Oversight Board membership of For Faith & Family, Inc., trade name- River Valley Church Oklahoma, to reflect the addition of one new board member.

### **Article II – Amendment**

Effective May 29, 2025, the following individual is hereby added as a Member of the Oversight Board of For Faith & Family, Inc.:

- Name: Andreas Basson
- Position: Oversight Board Member
- Effective Date: May 29, 2025

This amendment shall be maintained in the corporate records and reported in accordance with any applicable state or federal reporting requirements.

### **Article III – Certification**

This Amendment was adopted by the Board of Directors at a duly called meeting held on May 29, 2025, at which a quorum was present and acting throughout.

IN WITNESS WHEREOF, the undersigned have executed this Amendment on behalf of the Corporation as of the date written below.

Jon Asbill, President

Ashley Stevens, Secretary