

NONPROFIT APPLICATION GUIDELINES

An application for Organizational Nonprofit ASI Membership must include the following information and supporting documents:

1. Application sheet (fully filled out on both sides), including:
 - a. Complete church membership information;
 - b. Pastor's contact information (telephone number AND e-mail address);
 - c. Total number of full-time (or equivalent) employees/volunteers (two [2] or more are required); AND
 - d. Year operations began (must have been in business for at least one [1] year).
2. Signed Supporting Ministries Guidelines document (included below or downloadable separately at www.ASIministries.org).
3. Copy of the organization's registered Articles of Incorporation and Bylaws. These must:
 - a. Reflect the organization's support for the mission of the Seventh-day Adventist Church;
 - b. Include a dissolution clause that clearly states that the organization's assets shall go to another Adventist-controlled 501(c)(3) organization; AND
 - c. Provide that the organization's officers and board members be members in regular standing of the Seventh-day Adventist Church.
4. Copy of the IRS determination letter verifying the organization's 501(c)(3) status.
5. First year's membership dues payment (check or credit card).

An application that does not include all of the above items will be returned.

ASI North American Division
12501 Old Columbia Pike
Silver Spring, MD 20904
USA

Phone: 301-680-6450
Fax: 301-622-5017
asi@nad.adventist.org

NONPROFIT APPLICATION CHECKLIST

- Application
- Church membership information
- Pastor's telephone number and e-mail address
- Number of employees/full-time equivalent volunteers (minimum of 2)
- Year operations began (minimum of 1 year)
- Supporting Ministries Guidelines (signed document)
- Articles of Incorporation and Bylaws (3a. through 3c. above)
- IRS 501(c)(3) status letter
- First year's membership dues payment (check or credit card)

ASI North American Division
12501 Old Columbia Pike
Silver Spring, MD 20904
USA

Phone: 301-680-6450
Fax: 301-622-5017
asi@nad.adventist.org

SUPPORTING MINISTRIES GUIDELINES

These guidelines support those working policies of the Seventh-day Adventist Church which have been established to recognize nonprofit organizations that enhance the ministry of the Seventh-day Adventist Church.

1. The leaders of supporting ministries shall be members in good and regular standing of the Seventh-day Adventist Church.
2. The theological positions of the supporting ministries shall be in harmony with the fundamental beliefs of the Seventh-day Adventist Church. In supporting these beliefs, both the Bible and the writings of Ellen G. White shall be faithfully consulted.
3. The leaders of supporting ministries shall support and cooperate with the goals and purposes of the Seventh-day Adventist Church by words, actions and publications. Their work shall positively supplement that of the Church in carrying out the gospel commission.
4. Supporting ministry leaders, whether or not ordained, shall not represent their supporting ministry as an official Church project.
5. Supporting ministries shall not solicit or knowingly accept tithe from Seventh-day Adventist church members. They shall encourage their supporters to faithfully return tithe and appropriate offerings through the authorized channels of the Seventh-day Adventist Church.
6. Supporting ministries shall make available a formal statement of mission, including plans and objectives.
7. Supporting ministries that accept contributions shall be registered with the appropriate tax bodies as nonprofit organizations and shall provide copies of their annual audited financial statements upon the request of ASI or the North American Division.

I affirm that the entity named below is in compliance with the above listed guidelines.

Organization/Ministry: _____
(please print)

Name/Title: _____
(please print)

Signature: _____

ASI North American Division
12501 Old Columbia Pike
Silver Spring, MD 20904
USA

Phone: 301-680-6450
Fax: 301-622-5017
asi@nad.adventist.org