

# First Baptist Church, Norman

## Mission Support Request

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

Address: \_\_\_\_\_ (street)

\_\_\_\_\_ (city) \_\_\_\_\_ (state) \_\_\_\_\_ (zip)

Tel: \_\_\_\_\_ Date(s) of trip: \_\_\_\_\_

Type/Nature of Request: \_\_\_\_\_

Mission Destination: (if applicable) \_\_\_\_\_

Method of Transportation: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Please provide contact information for organizations other than FBC, including address, phone, email, and fax, if available.

General description of mission activity and any specific needs: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Special Considerations: \_\_\_\_\_

\_\_\_\_\_

Amount or Material Request (if known): \$ \_\_\_\_\_ (total cost)

Need response by (date): \_\_\_\_\_

Address/Contact Person to send funds:

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

Address: \_\_\_\_\_ (street)

\_\_\_\_\_ (city) \_\_\_\_\_ (State) \_\_\_\_\_ (zip)

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ e-mail: \_\_\_\_\_

## Applicant's FBC Information:

Affiliation with FBC Norman (check all that apply):

\_\_\_\_\_ Member

\_\_\_\_\_ Watch Care Member

\_\_\_\_\_ Sunday School Class Member

How long? \_\_\_\_\_ Other: \_\_\_\_\_

FBC Program affiliations: \_\_\_\_\_

Individuals requesting funds for mission trips or activities should attach a letter explaining individual mission goals and the specific need for assistance. Other supporting information concerning the Mission project is also helpful (such as how you are raising funds and the potential for other funding sources, brochures, pamphlet, etc.)

## FBC Member recommendations:

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

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

Recommendation letters from two current FBC members are strongly suggested, other letters of recommendation can also be submitted for support of a request.

## Committee Use Only:

\_\_\_\_\_ Request submitted in writing: (date) \_\_\_\_\_

\_\_\_\_\_ Request discussed by committee: (date) \_\_\_\_\_

\_\_\_\_\_ Request approved: (date) \_\_\_\_\_ Amount: \_\_\_\_\_

\_\_\_\_\_ Request not approved. Reason: \_\_\_\_\_

\_\_\_\_\_ Check request given to FBC Financial Office: (date) \_\_\_\_\_

\_\_\_\_\_ Letter/check sent to applicant (date) \_\_\_\_\_

\_\_\_\_\_ Response from recipient after approval (call/letter/visit): date \_\_\_\_\_