



leadership
resources
motivation

LRM EVENT REGISTRATION FORM

INSTRUCTIONS: Please complete this registration form and return it with the appropriate registration fee to LRM, 3101 Bartold Ave., Saint Louis, MO 63143

Registration form completion date: _____

800.747.0815
314.647.0717
FAX 314.647.7604
lrm@layrenewal.com
www.layrenewal.com

LAY RENEWAL MINISTRIES
3101 Bartold Avenue
Saint Louis, MO 63143

CHURCH INFORMATION

- Church Name _____
- Pastor _____
- Denomination _____
- Church Address _____
- City/State/Zip _____
- Church Phone _____ Church e-mail _____
- Pastor Phone _____ Church FAX _____

CHURCH PROFILE

- Average Sunday Worship Attendance: _____
- Average Elementary Age Sunday School Attendance: _____
- Average Jr./Sr. High Sunday School Attendance: _____
- Average Adult Sunday School Attendance: _____
- Number of Pastors on Staff: _____

Our church is located in the: city suburbs rural/country

Our congregation is broken down into the following categories (by percentage):

EDUCATION: _____% High School Graduate _____% College Graduate

INCOME: _____% Low _____% Middle _____% Upper

ETHNIC: _____% African-American _____% Caucasian _____% Hispanic _____% Other

AGE: 20-30 Years _____% 31-45 Years _____% 46-60 Years _____% >60 years _____%

Our church is a registered ministry partner church with LRM: yes no

EVENT INFORMATION

Please check the event that you would like to schedule:

Congregational Renewal:

- Festival of Faith-4 Day
- Celebration of: (circle one)
Faith Abundant Life Prayer
Purpose The Word
- Equipping Celebration

Resourcing and Equipping:

- Heritage Workshop
- Other: _____

Mission, Vision and Strategy:

- Spiritual Growth and Community Impact Survey
- Interactive Master Planning Action Plan Resource Kit
- Interactive Master Planning Consultation Package

Leadership Renewal and Development:

- Basic Leader Training
- Leadership Effectiveness Training

For the event checked, please give us three dates, in order of preference, that fit into the church calendar. (Please allow a minimum of four months preparation time for all events except a Festival of Faith which may require a minimum of six months preparation.)

① _____ / _____ / _____ ② _____ / _____ / _____ ③ _____ / _____ / _____

Please list persons in your church who will be the main contacts with LRM concerning this event:

① Name: _____ Phone: _____ E-Mail: _____

② Name: _____ Phone: _____ E-Mail: _____

LRM EVENT PRICING SCHEDULE

(for more event information see www.layrenewal.com)

full or partial scholarships may be available - please inquire prior to registration for details

Congregational Renewal:

Weekend Celebration Themes:

Faith **The Word**
Abundant Life

Prayer **Purpose**

| Average Worship Attendance | Registration Fee |
|----------------------------|------------------|
| 50 -250 | \$ 475.00 |
| 251-500 | \$ 800.00 |
| 501-1000 | \$1,200.00 |
| 1001 plus | \$1,500.00 |

(Registration includes Spiritual Growth and Community Impact Survey at NO additional charge.)

A free will offering is required

PRE-EVENT DEVOTIONAL GUIDES ALSO AVAILABLE FOR CHURCH COORDINATORS OR THE ENTIRE CHURCH!

Festival of Faith (4 or 5 Day, formerly Lay Renewal)

| Average Worship Attendance | Registration Fee |
|----------------------------|------------------|
| 300-500 | \$ 700.00 |
| 501-1000 | \$1,300.00 |
| 1001 plus | \$1,700.00 |

(Registration includes Spiritual Growth and Community Impact Survey at NO additional charge.)

Honorariums for Leadership Team

Travel Expenses for Leadership Team

A free will offering is required

Resourcing and Equipping:

Heritage Workshop

\$200.00 Deposit required to secure date
\$300.00 due at the day of the event
Travel and lodging for Heritage Presenter

Each registrant receives a Heritage Workshop participant's manual at no additional charge.

(The church may charge participants who attend the event. \$20/couple or \$15/individual is the recommended amount This fee may be used by the church towards event costs.)

Leadership Renewal & Development:

Basic Leader Training

Leadership Effectiveness Training

Average Worship

| Attendance | Registration Fee |
|------------|----------------------------------|
| 50-250 | \$450.00 plus travel and lodging |
| 251-500 | \$500.00 plus travel and lodging |
| 501 plus | \$650.00 plus travel and lodging |

Order workbooks **for current and potential leaders** you anticipate attending the retreat. Additional workbooks can be added up to two weeks before the retreat. The church will be invoiced for the workbooks. Excess workbooks may be sent back to LRM and full credit will be given.

BLT participants must purchase a workbook at \$7.99 each.
LET participants must purchase a workbook at \$11.99 each.

Mission, Vision, Strategy:

Spiritual Growth and Community Impact Survey

Surveys completed by your members and process by LRM will be billed at \$1.25 each. Surveys ordered but not processed will at \$10.00 per 100. The \$125.00 registration fee will be deducted from the survey processing and fee at the time of billing. The 10% multi-year survey discount will be deducted at the time of billing.

Number of church surveys needed _____

Number of leader surveys needed _____ (no additional charge)

Survey Date(s): _____

The five customizable questions should be typed or printed on a separate piece of paper and included with this registration form. If desired a list of sample questions can be sent from the LRM offices.

Consultations Options:

- _____ Written consultation report with consultant recommendations - \$100
- _____ 2 1/2 hour presentation of SGCIS data to church leaders - \$250*
- _____ 4 hour presentation including priority setting/growth strategies - \$400*

*Does not include travel / lodging

Natural Church Development

Separate registration form required.

Interactive Master Planning

IMP Action Plan Resource Kit - \$49.95 (includes CD-ROM

PowerPoint Presentation, Trainer Manual and 1 IMP Workbook)

IMP Consultation Package - \$900.00 plus travel/lodging for LRM consultant (includes IMP Action Plan Resource Kit, 4-6 hour on-site training and one year phone consultation [church responsible for phone charges])

Please list the three main objectives that you hope to accomplish by conducting this event:

① _____

② _____

③ _____

LRM OFFICE USE ONLY

LRM Coordinator: _____ Phone: () - _____ - _____

Address: _____

Date Registration Received: ____/____/____ Amount: _____ Check # _____ Date Materials Sent: ____/____/____

EVENT AGREEMENT

Please read this agreement and sign the bottom of this form to indicate your understanding and agreement to its terms.



Registration Fee

The confirmation of your registration and the scheduling of your event will be completed upon the receipt of this form **and** the appropriate registration fee (see the attached event pricing schedule) in the St. Louis office of LRM. Event registration fees cover the expenses of scheduling your event, preparation and follow-up materials and the maintenance and training of our team member network.

ENCLOSED IS OUR REGISTRATION FEE OF \$ _____

Event Postponement/Cancellation Policy:

We understand that there are conditions when you must postpone or cancel an event. The following policies apply:

Cancellation:

More than 90 days prior to the event.

50% of the registration fee will be refunded.

Less than 90 days prior to the event.

Registration fees and travel related expenses will be forfeited.

Postponement:

If the event is rescheduled within 6 months of the original event date, no additional registration fees will be required.

If postponed events are not rescheduled within 6 months of the original event date, they will be considered cancelled, and fees will be forfeited.

I/We understand your postponement/cancellation policy. Initials: _____

Factors to consider when scheduling an event:

Conflicting events on or right before your intended date?

Sporting events, other major Christian events, community or school events, Spring breaks, vacations, holidays and graduations.

Who should take responsibility for the event in your church?

The local coordinator should be a non-staff person that is excited about his or her relationship with Jesus Christ and the potential of renewal in your church. It should be a person who is highly organized, trusted by the congregation and administratively gifted.

How far in advance should the event be scheduled?

Ordinarily a six month lead time is best for most events. The minimum lead time is four months for all events except a Festival of Faith which requires at least six months for adequate preparation.

What is the best way to get ready for our LRM event?

The success of all LRM events hinges on three factors; prayer, publicity and preparation. You will receive preparation materials that will very specifically outline the planning process.

Can we alter the structure of the event?

There is flexibility in the structure of most events. A close relationship needs to be developed between the LRM Coordinator and the church coordinator to assure that the event presented lives up to the church's expectations. Early and consistent communication is the key.

Free Will Offering/Benevolence Giving:

The church agrees to take a free will offering either during or immediately following the event and/or include LRM in the church's benevolence budget. These monies will support the on-going ministry of LRM. The revenue from registration fees covers only a fraction of the administrative cost of our ministry, and offerings from the church or inclusion in the church's benevolence budget make up an important part of our funding. These additional commitments from your church allow us to offer our services at reasonable rates to all churches.

I/We understand your free will offering/benevolence giving policy. Initials: _____

LRM as a non-profit Christian ministry, is an audited member of ECFA.

Upon receipt of this registration, your church's contact person will be called in order to secure the detailed information pertinent to the specific event for which you are registering.

We understand and accept the terms of this agreement:

Authorized Church Representative (signature): _____ Date: _____

Position in the Church: _____



“serving the local church as it renews, motivates
and equips men and women for ministry”



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