

CHURCH MONTHLY CHECK ALLOCATION
International Pentecostal Holiness Church

Church Name _____ I.D. 019-_____
(Please use all 8 digits for Church I.D. number)

For Month Ended _____ **2009**

- | | | | |
|----|---|---|-------|
| 1. | GENERAL TITHE & CONFERENCE ALLOCATION -- (Combined Total of 11%) | | _____ |
| 2. | WORLD MISSIONS | | _____ |
| | a. Undesignated | | _____ |
| | b. Designated (Missionaries & Projects) | * | _____ |
| | c. People to People | * | _____ |
| 3. | GLOBAL OUTREACH OFFERING (GO) | | _____ |
| 4. | EVANGELISM USA | | _____ |
| | a. Undesignated | | _____ |
| | b. Designated (Projects & Personnel) | * | _____ |
| 5. | GENERAL EDUCATION | | _____ |
| | a. Undesignated | | _____ |
| | b. Educational Emphasis Offering | | _____ |
| | c. Emmanuel College | | _____ |
| | d. Advantage College | | _____ |
| | e. Southwestern Christian University | | _____ |
| | f. Holmes Bible College | | _____ |
| | g. _____ | | _____ |
| 6. | BENEVOLENT INSTITUTIONS | | _____ |
| | a. The Childrens' Center | | _____ |
| | b. Falcon Children's Home | | _____ |
| | c. Alternative to Abortion (ATAM) | | _____ |
| | d. _____ | | _____ |
| 7. | DISBURSEMENTS ON BEHALF OF PASTOR STAFF | | _____ |
| | a. Contributions to Conference Retirement Accounts | | _____ |
| | b. Contributions to General Retirement Accounts | * | _____ |
| | c. Insurance Premiums | * | _____ |
| | d. Tithes | * | _____ |
| | e. Minister's Family Benefit (Brotherhood) | * | _____ |
| | f. _____ | * | _____ |
| 8. | NC CONFERENCE CONTRIBUTIONS | | _____ |
| | a. Church Planters Fellowship | | _____ |
| | b. Camp Freedom (not just a CEM project Will benefit Entire Conference) | | _____ |
| | c. Renewed Vision Campaign | | _____ |
| | d. Retired Minister's Support | | _____ |
| | e. Pentecost Heritage Offering | | _____ |
| | f. _____ | | _____ |
| 9. | TOTAL Check # _____ enclosed in the amount of | | _____ |

*NOTE: The pastor and treasurer should both sign this form before it is sent to the conference office
Report Due by the 10th of the month following the month funds received.*

Pastor _____ Treasurer _____

*For these sections, please attach PHC-102 detail sheet(s) showing the purpose and amount.
Please include with this report: church name change, pastoral change, ministerial church address changes.
PHC-101 (0109)

INSTRUCTIONS FOR CHURCH MONTHLY CHECK ALLOCATION FORM PHC-101

- Line 1:** This amount is calculated by multiplying the total tithes and other undesignated offerings received during the month by 11%.
- Line 2:** WORLD MISSIONS: Total of Items a-c below.
Item a: Enter the amount of contributions being forwarded to the conference for the World Missions Department not designated for a specific missionary or project.
Item b: Enter the amount of contributions being forwarded for a specific missionary or project.
Item c: Enter the amount of contributions being forwarded to the conference designated for the People-to-People ministry.
- Line 3:** Enter the amount of the Global Outreach Offering being forwarded to the conference.
- Line 4:** EVANGELISM USA. Total of Items a-b below.
Item a: Enter the amount of contributions being forwarded to the conference for Evangelism USA not designated for specific projects or personnel.
Item b: Enter the amount of contributions being forwarded to the conference for Evangelism USA designated for specific projects or personnel.
- Line 5:** GENERAL EDUCATION. Total of Items a-g below.
Item a: Enter the amount of contributions being forwarded to the conference for General Education not designated for a particular offering, project or institution.
Item b: Enter the amount of Education Emphasis Offering being forwarded to the conference.
Item c-f: Enter, on the appropriate line, the amount of contributions to Church Education Ministries designated for a specific educational institution.
Item g: The blank line is provided for contributions to Church Education Ministries designated for an educational institution not listed above.
- Line 6:** BENEVOLENT INSTITUTIONS. Total of Items a-e below.
Item a-d: Enter, on the appropriate line, the total amount of contributions to Benevolent Institutions designated for a specific institution.
Item e: The blank line is provided for contributions to Benevolent institutions designated for an institution not listed above.
- Line 7:** DISBURSEMENTS ON BEHALF OF PASTORAL STAFF. Total of Items a-f below.
Item a: Enter the total amount being paid to conference retirement accounts on behalf of participating employees.
Item b: Enter the total amount being paid to General Retirement accounts on behalf of participating employees.
Item c: Enter the total amount of insurance premiums being paid to the conference on behalf of participating employees.
Item d: If members of the ministerial staff have arranged for their personal tithes to be withheld from their salary and paid to the conference, enter this amount here.
Item e: Enter the total amount being sent to the conference for the Brotherhood fund on behalf of participating ministerial staff members and/or their wives.
Item f: If the church is making other disbursements to the conference on behalf of the pastoral staff, describe amounts here and enter the totals in the space provided.
- Line 8:** NC CONFERENCE CONTRIBUTIONS. Total of Items a-e below.
Item a: Enter the amount of contributions being forwarded to the conference for Church Planters Fellowship
Item b: Enter the amount of contributions being forwarded to the conference for Camp Freedom. This is not just a CEM project. It will benefit the entire Conference)
Item c: Enter the amount of contributions being forwarded to the conference for Renewed Vision Campaign
Item d: Enter the amount of contributions being forwarded to the conference for Retired Minister's Support
Item e: The blank line is provided for contributions to NC Conference Obligations designated for disbursements not listed above.
- Line 9:** TOTAL Add Lines 1-8. The total on this report should match the amount of the check enclosed. Please be sure to indicate the check number in the place provided.

Signatures. The pastor and treasurer should both sign this church monthly check allocation before it is sent to the conference office.

PENTECOSTAL HOLINESS CHURCH REPORT

Church Name _____ I.D. 019-_____
 Monthly (Please use all 8 digits for Church I.D. number)
 Annual For Period Ending _____ 2009

CHURCH STATISTICS

- | | |
|--|--|
| 1. BEGINNING CHURCH MEMBERS _____ | 9. YOUTH MINISTRY ENROLLMENT _____ |
| 2. MEMBERS IN: _____ | 10. WOMEN'S MIN. AVG. ATTENDANCE _____ |
| New Converts _____ | 11. WOMEN'S MINISTRY ENROLLMENT _____ |
| Transfer In _____ | |
| 3. MEMBERS OUT: _____ | |
| Deceased _____ | |
| Dropped _____ | |
| Transfer out _____ | |
| 4. ENDING CHURCH MEMBERS * <input type="text"/> | |
| 5. AVG SUNDAY A.M. WORSHIP * <input type="text"/> | |
| 6. AVG SYSTEMATIC BIBLE STUDY/S.S. ATTENDANCE * <input type="text"/>
(See instructions on reverse for accurate reporting) | |
| 7. SUNDAY SCHOOL ENROLLMENT _____ | |
| 8. YOUTH MIN. AVG. ATTENDANCE _____ | |

SPIRITUAL EXPERIENCE

- | |
|-------------------------------|
| 12. NEW CONVERTS _____ |
| 13. RE-CLAIMED _____ |
| 14. WATER BAPTISM _____ |
| 15. SANCTIFICATION _____ |
| 16. HOLY SPIRIT BAPTISM _____ |

* Must be completed for accurate church growth calculations. Do not leave blank. Refer to Instructions on reverse for details.

FINANCIAL

Value of Property _____ Indebtedness _____

- | | |
|--|--|
| 1. BEGINNING BALANCE _____ | |
| 2. RECEIPTS _____ | |
| a. Tithes/Offering _____ | |
| b. Designated (Conference/General) _____ | |
| c. Building Fund _____ | |
| d. Other _____ | |
| 3. DISBURSEMENTS _____ | |
| a. Conference / General (PHC-101) _____ | |
| b. Senior Pastor _____ | |
| 1. Salary _____ | |
| 2. Housing / Utilities _____ | |
| c. Other Church Expenses _____ | |
| 4. ENDING BALANCE (Line 1 + Line 2 - Line 3) _____ | |
| 5. ENDING BALANCE (SAVINGS including CDs) _____ | |
| 6. ENDING BALANCE (OTHER ACCOUNTS IN REGULAR CHECKING) _____ | |
| 7. ENDING BALANCE (Line 4 + Line 5 + Line 6) _____ | |

Date Submitted _____

NOTE: The Pastor and treasurer should both sign this form before it is sent to the conference office.

Pastor _____

Treasurer _____

INSTRUCTIONS FOR CHURCH REPORT FORM

PHC-103

CHURCH STATISTICS

- ID.** An eight-digit reference number used for accounting and statistical purposes. If not known, call the conference office.
- Monthly/Annual:** This form has been designed for monthly and annual reporting. Please check the appropriate box.
- Line 1:** Number of members at beginning of the time period covered by this report. Should be the same as line 4 on previous report.
- Line 2:** Total of New Converts and Transfer In. New Converts are individuals who have made a decision for Jesus Christ for the first time and have joined the church as a result of that decision. *Transfer In* includes all others.
- Line 3:** Total of *Deceased, Dropped and Transfer Out*
- Line 4:** Add Line 1 plus Line 2 minus Line 3.
- Line 5:** Average of number attending Sunday morning worship service for the time period covered by this report.
- Lines 6,8,10:** Average number in attendance for the time period covered by this report. (Systematic Bible Study/SS is defined as those who are taught the Word of God at least 30 minutes per week.)
- Lines 7,9,11:** Number of people enrolled as members of this ministry at the close of the period covered by this report.
- Line 12:** Number of people making a first-time decision
- Line 13:** Number of people who have known Jesus Christ and have made a re-dedication to serve Him.

FINANCIAL

- Line 1:** BEGINNING BALANCE. Enter the amount listed as the ending balance on the previous report.
- Line 2:** RECEIPTS. Total of items a-d below.
- Item a: TITHES/OFFERINGS. Enter the total amount of tithes and other undesignated offerings received during the period.
 - Item b: DESIGNATED (CONFERENCE/GENERAL). Enter the total amount of designated contributions received for conference or general projects or offerings.
 - Item c: BUILDING FUND. Enter the total amount received for the local church building fund.
 - Item d: OTHERS. Enter the total of all other receipts for the period not included in a, b, or c above.
- Line 3:** DISBURSEMENTS. Total of items a-c below.
- Item a: CONFERENCE/GENERAL. Enter the amount of the check forwarded to the conference during the period covered by this report for all Conference/General designated funds (See PHC-101, line 11). If this is an annual report, total the 12 monthly reports (PHC-103, line 3a).
 - Item b: SENIOR PASTOR. *Item 1-Salary*. Enter the compensation paid to the senior pastor during the period which will be included in that pastors W-2 form at the end of the year. Do not include compensation paid to pastoral staff other than the senior pastor. *Item 2-Housing/Utilities*. Enter the amount paid to the pastor, or paid on his behalf, for housing or utilities. If the church provides a parsonage for the pastor, cross through the word "housing" and enter only the amount paid for parsonage utilities.
 - Item c: OTHERS. Enter the total of all other expenses paid during the period not included in a or b above.
- Line 4:** ENDING BALANCE. The ending balance is calculated by adding the total receipts to the beginning balance and subtracting the disbursements, this amount should match corresponding figures in your accounting records and/or checkbook.

