



**APOSTOLIC COUNCIL OF  
TRANSFORMATIONAL  
SERVANT-LEADERS**

**Dr. Ronald E. Cottle  
Founder and President  
6003 Veterans Parkway  
Columbus, Georgia 31909**





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## PRESIDENT'S GREETING

Dear Friend and Colleague:

Greetings to you in the Glorious and Excellent Name of Jesus! The last two years have been characterized by Breakthrough and Re-Alignment for growth in many ministries. However, they have also been characterized by one of the most trying economic slowdowns of our ministry lifetime. Many ministries have been severely crippled.

As we look forward to 2011, I believe in my heart that more than ever, we will experience a “clashing of swords” in this nation between the Kingdom of God and the world system as both the U.S. government and the Church move on the offensive. We are headed for a period of unprecedented conflict between the state and the Spirit-filled Church. It is inevitable and imminent.

There is strength in numbers. This is not a time to be a “lone ranger” out there to be easily targeted and harassed. Neither is it a time to become affiliated with a traditional denomination that will erode your values and demand your money. Instead, those of us who love God and stand for Biblical and Spirit-led values need to bind ourselves together in networks that will give us collective strength without taking away our sovereignty and independence to serve God as He alone guides us.

In 2006, we birthed the APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS (ACTS). ACTS exists to enable ministers in both the church and marketplace to become even more effective in their call of God. As I considered who to invite into the Network, I thought of you because of our relationship, which is what the ACTS Network is all about--relationships.

Our objectives are to serve YOU and other important members of the Body of Christ. We will do this by facilitating vital CONNECTIONS; providing ministry-development STRATEGIES; and making available land-mark BENEFITS which have not been available to non-denomination affiliated ministries before. We want to make valuable harvest tools and benefits available to you.

Because we are not a denomination, we can make these tools available to any ministry, anywhere who is a member of ACTS. These include consultation, ministry materials, insurance, church/ministry building loans, travel and touring opportunities, and much, much more.

It is okay that you may also be a member of another network or denomination. In short, we want to see your ministry flourish in the twenty-first century as we facilitate your connection with men and women all over the nation and the world to clash swords with the enemy. ACTS will be about peers sharing together, encouraging one another, and innovating world-changing strategies for the glory of God.

Dr. Bert Blalock will be in touch with you soon to share more about the ACTS Network and to see how he might serve you and to help you become a part.



I hope that you will take advantage of this opportunity to connect across the Body of Christ and join the ACTS Network.

A handwritten signature in black ink that reads "Ronald E. Cottle".

Ronald E. Cottle, Ph. D., Ed. D., D.D.  
Founder and President  
Apostolic Council of Trans-formational Servant-Leaders  
[www.ACTS.org](http://www.ACTS.org)  
ACTS NETWORK  
P.O. Box 8786  
Columbus, GA 31904  
6003 Veterans Parkway  
Columbus, GA 31909  
Telephone: 706-323-5364 x 215  
Email: [www.droncottleministries@ACCTS.org](mailto:droncottleministries@ACCTS.org)



## **APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS**

(A Christian Leadership Network)

“Acts continues!!! Let us help you write your chapter!”

### **MISSION**

The mission of ACTS is to accelerate the emergence of The Third Day, 21<sup>st</sup> Century Church.

ACTS believes “networking” is the primary defining form for organizing churches and other Christian ministries and companies in the 21<sup>st</sup> century.

ACTS is a “Network of Networks” composed of leaders of church and workplace ministry networks who come together for inspiration, information, incubation and innovation.

### **PURPOSE**

#### Inspiration

ACTS conducts Bi-Annual International Conferences, occasional regional summits and special forums in order to inspire and provoke ACTS members, their churches, ministries, and companies to greater goal-setting, operational excellence, and ministry achievement.

#### Information

ACTS emphasizes the gathering, analysis, and distribution of relevant information for the 21<sup>st</sup> century church.

ACTS accomplishes this through a quarterly publication, ACTS: THIRD DAY JOURNAL (TDJ), and a monthly 3<sup>rd</sup> DAY Email.

ACTS co-publishes special books, tapes, CDs, articles, and monographs with contributing member authors for both Network and general distribution.

#### Incubation

ACTS assists its members to develop, establish, and extend their own ministries and networks by providing training and products, connections and mentoring opportunities.

ACTS Social Change Emphasis Task Force (SCEF) links business, professional, community, and church leaders seeking to make a difference by addressing specific



social issues within their communities and churches. Special emphasis is placed upon understanding and enabling the right interface between the church and the workplace to bring about desirable social change.

### Innovation

ACTS engages in research and launching of pilot projects in new and innovative arenas either alone or in partnership with other organizations.

Members seek to identify “best ministry practices” and determine principles behind their success. They then seek to translate these principles into processes that can be adopted and adapted by other ministry leaders, churches, businesses, and networks.

ACTS explores futuristic trends, concerns, and ideas occurring within innovative churches and ministries in order to synthesize and distribute understanding of them to members.

## MEMBERSHIP

Membership in ACTS is by invitation only. Every member must be recommended by a current member who has been a member for more than one year and approved by the Membership Committee. The membership Committee consists of the Executive Committee: President, First Vice-President, and Second Vice-President.

## LEADERSHIP OFFICERS

Leadership officers consist of:  
President/Chief Executive Officer  
First Vice-President/Chief Protocol Officer  
Second Vice-President/Chief Membership Officer  
Secretary-Treasurer/Chief Financial Officer

## REQUIREMENTS OF MEMBERS

Attend at least one international or summit meeting per year.

Contribute personal dues of \$300.00 per year.

Participate actively in ventures and efforts of ACTS.

Encourage the growth and development of ACTS and its members, churches, businesses, and ministries.



**ACTS  
APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS  
MEMBERSHIP APPLICATION**

Applicant's Name: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street/P.O. Box City State Zip Code

Telephone: \_\_\_\_\_  
Office Home Cell

\_\_\_\_\_ Fax Email Website

Church/Ministry/Business Name: \_\_\_\_\_

Your Position/Role: \_\_\_\_\_

Address: \_\_\_\_\_  
Street/P.O. Box City State Zip Code

Please briefly answer the following questions to help us get to know you better: Use extra sheet if required.

When was your church/ministry/business founded? \_\_\_\_\_

How long have you been in your current role? \_\_\_\_\_

How would you describe your leadership structure? \_\_\_\_\_

If you are joining ACTS as a church leader, please describe your church. \_\_\_\_\_

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

If you are joining ACTS as a business leader, please describe your ministry or business. \_\_\_\_\_

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

With whom are you currently affiliated? \_\_\_\_\_

How did you hear about ACTS? \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Your ACTS Sponsor \_\_\_\_\_

Please make your check for \$300 payable to ACTS and send to:  
ACTS President's Office, 6003 Veterans Parkway, Columbus, GA 31909





# ACTS

## Apostolic Council of Transformational Servant-Leaders

### Ministerial Credentials Qualifications

#### General Qualifications (Required of All)

1. Make application for desired credential on approved form provided by ACTS certifying that application requirements are fully understood.
  - Submit a completed application for ministerial experience.
  - Submit a complete resume of all ministerial experience.
2. Proven, attested ministry as a servant of the Lord in the local church.
  - It is our desire that each credentialed, Specialized, Exhorter or Licensed minister in ACTS be linked to a local church and be submitted to a “spiritual overseer” who is capable of providing Godly counsel and spiritual direction.
3. Pay required fee (annually) of \$300 which is due January 31 of each year.
4. Submit application and the \$300 Application Fee to:  
  
ACTS  
6003 Veterans Parkway  
Columbus, GA 31909
5. Your application for Ministerial Credentials will be considered at the next scheduled meeting of the ACTS Officers. A determination of your standing with ACTS will be made at that time. You will be contacted by the Secretary of ACTS shortly after the meeting. The \$300 application fee is prorated for each quarter of the year.

\*Application Fee is refundable if application is not accepted.

## **SPECIFIC REQUIREMENTS OF EACH LEVEL**

### **LEVEL ONE: CHRISTIAN MINISTER PERMIT: DEACON MINISTER IN TRAINING**

1. This is the entry level for the Christian minister. It represents the “novice” level of ministry and is of at least one year in duration.
2. Based upon the evaluation of the Director, this time might be shortened provided all requirements are met in full either by equivalent experiences or advanced standing considerations. These must be approved by the Senior Pastor/Apostle.
3. The Christian Minister is called “Deacon,” and is allowed to teach, serve, and preach under authority of the local pastor and church but cannot perform legal services such as funerals and weddings.
4. The Christian Minister/Deacon is under scrutiny of the senior ministers of the fellowship and is viewed by them as a “Minister in Training.” Though sometimes called “Minutemen Ministries,” they are called upon “as needed” for temporary assignments. These assignments are usually for one evening, one day, or a short period. They are not ongoing.
5. The Christian Minister/Deacon is expected to complete ten courses (Dip. Th.) or the equivalent through CLEN, the church’s School of Ministry Training. Contact the local CLEN chancellor or dean for approved courses.
6. The Christian Minister/Deacon is expected to intern under the direction of the Senior Pastor or his appointee in at least two divisions of the church’s ministry for a period of 3-6 months each or the equivalent.
7. The Christian Minister/Deacon is expected to be faithful in church attendance, ministry participation, tithes and offerings to the local church.
8. The Christian Minister/Deacon will report regularly to the Senior Pastor or the supervisory minister of the division in which he/she is interning and also to the Senior Pastor.
9. Upon satisfactory completion of this level of training, the ministry candidate will be awarded a PERMIT OF MINISTRY: DEACON AND CHRISTIAN MINISTER.
10. Should the Christian Minister/Deacon be deemed by Leadership to have successfully completed the requirements of Deacon during this initial year, he/she may apply for candidacy to become an EXHORTER-ELDER MINISTER.

## **LEVEL TWO: EXHORTER AND ELDER PERMIT**

1. This is the first level of Christian ministry. It represents the certificate level of Servant-leadership and is of at least one year in duration.
2. Based upon the evaluation of the Senior Leadership, this time might be shortened provided all requirements are met in full either by equivalent experiences or advanced standing considerations. These must be approved by the Senior Pastor/Apostle.
3. The Exhorter-Elder must have completed the Christian Minister/Deacon level of training or its equivalent and must make application on an approved form provided by SOMA certifying that the requirements are fully understood.
4. The Exhorter-Elder will be called “Elder” or “Reverend” and received as a part of the ministry leadership team. He/she will participate as invited in long-range ministry planning sessions and otherwise as determined by Senior Leadership and approved by the Senior Pastor/Apostle.
5. The Exhorter-Elder will complete twenty courses (A. Th.) or the equivalent through CLEN, the church’s School of Ministry Training. This is ten courses above the Christian Minister level. Contact the local CLEN chancellor or dean for approved courses.
6. The Exhorter-Elder may participate in orientation and training of Level One: Ministry in Training persons as directed.
7. The Exhorter-Elder is expected to be faithful in continued internships throughout the ministry as requested, in church attendance, ministry participation, tithes, and offerings to the local church.
8. The Exhorter-Elder will preach, teach, and otherwise minister as a representative of the church under the authority of the Senior Pastor/Apostle. He/She is not authorized to conduct legal ceremonies such as marriages and funerals.
9. Upon satisfactory completion of Level Two of Training, the minister will be awarded a **PERMIT OF MINISTRY: ELDER AND EXHORTER MINISTER.**
10. Should the Exhorter-Elder be deemed by Leadership to have successfully completed the requirements of Exhorter-Elder during this second year, he/she may apply for candidacy to become a **LICENSED MINISTER.**

### **LEVEL THREE: LICENSED MINISTER**

1. This is the Official Level of Christian Ministry. It represents a mature level of ministry and is of a minimum of one year duration. This level might be extended beyond one year based on the evaluation of the Senior Leadership.
2. The Licensed Minister is called “Reverend” or “Minister”. He/she must have completed Levels One and Two of SOMA or its equivalent, and must make application for License to the Ministry.
3. The Licensed Minister is allowed to exercise all legal and spiritual aspects of ministry except that of serving as Senior Pastor of a church.
4. The Licensed Minister may perform weddings and funerals and any other aspects of ministry not reserved for Ordained Ministers alone.
5. The Licensed Minister is expected to complete thirty courses or the equivalent through CLEN, the church’s School of Ministry. This is ten courses above the Elder level. Contact one’s local CLEN chancellor or dean for approved courses.
6. The Licensed Minister is expected to be faithful in church attendance, ministry leadership, tithes and offerings to the local church.
7. The Licensed Minister will serve as assigned by Senior Leadership and report regularly to his/her supervisory minister.
8. Upon satisfactory completion of this level, the Licensed Minister will be awarded a License to the Ministry and recognized by the laying on of hands.
9. Should the Licensed Minister be deemed by leadership to have successfully completed the requirements of Licensed Minister during this third year, he/she may apply for candidacy to become an ORDAINED MINISTER, the highest level of Christian Ministry.

### **LEVEL FOUR: ORDAINED MINISTER**

1. This is the highest Level of Christian Ministry. It represents the ministry at its most senior levels. It is permanent. While one may develop to higher anointings or government position within ordained ministry, there is no level of ministry higher than ordination. Whether one is a pastor, evangelist, teacher, prophet, or apostle, he/she is still an ordained minister.
2. The Ordained Minister must have completed the Licensed Minister level of ministry or its equivalent, and must make formal application for Ordination to the Ministry.



3. The Ordained Minister is expected to complete 42 courses (B. Th.) in Biblical or the equivalent through CLEN, the church's School of Ministry. This is twelve courses above the Licensed Minister level. Contact one's local CLEN chancellor or dean for approved courses.
4. The Ordained Minister must be judged to be of sufficient maturity and experience to serve as Senior Pastor of a church or the equivalent.
5. Only those who are assuming major ministry responsibilities such as preaching, teaching, counseling, missionary work, or strategic marketplace ministry are eligible for ordination.
6. Usually an Ordained Minister will serve on staff at the local church in a full-time capacity, or in a major ministry role in a para-church ministry, or in a senior ministry role in the marketplace. Often the Ordained Minister will be planted in a ministry overseen by the Leadership or will be endorsed to start a church or ministry outside the home church.
7. All of the foregoing qualifications and responsibilities for faithfulness continue to apply to the Ordained Minister.
8. Upon satisfactory completion of this level, the Ordained Minister will be awarded a Certificate of Ordination and recognized by the laying on of hands.
9. If it is deemed appropriate by the Senior Leadership, the ordained minister may be acknowledged as Apostle, Prophet, Evangelist, Pastor, or Teacher. He/She may have hands laid on and be sent/authorized in one of these five-fold offices.





**ACTS**  
**6003 Veterans Parkway**  
**Columbus, GA 31904**  
**706-323-0847 x 215**

**Apostolic Council of Transformational Servant-Leaders**  
**APPLICATION FOR MINISTERIAL CREDENTIALS**  
**This application is for: (check the appropriate box)**  
 **Ministerial License**  
 **Ordination**

**Personal Data**

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Last Name	First Name	Middle Initial	Date
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Address

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City	State	Zip Code
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Home Phone ( )	Cell Phone ( )	Work Phone ( )
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E-Mail

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Age	Birth Date	<input type="checkbox"/> Married	<input type="checkbox"/> Single	<input type="checkbox"/> Divorced	<input type="checkbox"/> Remarried
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Conversion Date	Water Baptism Date	Spirit Baptism Date
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Last Name of Spouse	First Name of Spouse	Middle Name of Spouse
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Date of Marriage	Where	Social Security Number
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Children at Home (Name(s), Age(s))

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Why do you desire ministerial recognition at this time? (State your reason fully in a separate statement, and attach it to this application.)

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**Education Record**

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High School

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Address	Dates Attended	Degrees or Diplomas
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Degrees or Diplomas

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College/University

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Address	Dates Attended	Degrees or Diplomas
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Seminary and Denomination

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Address	Dates Attended
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Degrees or Diplomas

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Technical or Vocational School

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Address	Dates Attended
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Degrees or Diplomas

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## Ministry Experience

Churches where you have ministered either as pastor or associate

In what church are you presently ministering? (Name, Address, Phone)

Who do you consider your spiritual overseer?

What area of ministry do you consider your gifting and primary calling? (If you are not certain at this time, so state.)

## Presbytery Submission

Are you prepared to submit yourself to \_\_\_\_\_ presbytery in matters of doctrine and personal conduct?

Are you fully acquainted with the doctrinal position of \_\_\_\_\_?

Are you prepared to follow the doctrines, ordinances and ministry restrictions taught by \_\_\_\_\_?

Do you understand that you must pass a board of review of \_\_\_\_\_ before credentials can be granted?

## Ministerial Recommendations

List four ministers, or other reputable persons not related to you, who are familiar with your ministry, have worked directly with you and/or have known you at least 2 years and will endorse you.

1. Name			2. Name		
Phone			Phone		
Address			Address		
City	State	Zip Code	City	State	Zip Code
Relationship			Relationship		
3. Name			4. Name		
Phone			Phone		
Address			Address		
City	State	Zip Code	City	State	Zip Code
Relationship			Relationship		
Applicant's Signature			Date		

## Presbytery Use Only

Date Application Received \_\_\_\_\_ Date Board of Review \_\_\_\_\_

Names of Board Members Present \_\_\_\_\_

Approval Status \_\_\_\_\_

Date of issue of initial credentials \_\_\_\_\_

# **SOMA**

## **SCHOOL OF MINISTRY ASSOCIATES**

### **MINISTERIAL CREDENTIALS QUALIFICATION FOR THE LOCAL BODY WITHIN THE ACTS NETWORK**

#### **Statement of Purpose**

SOMA is a ministry training program designed to work with CLEN to qualify a candidate for full or part time service in the Christian Ministry. It serves as a track for education and training that provides a strong program in theology, biblical studies, and practical ministry that will enable the local church to credential, license, and ordain men and women into the ministry.

#### **General Qualifications (Required of All)**

1. Make application for desired credential on approved form provided by SOMA certifying that application requirements are fully understood.
  - Submit a completed application for ministerial experience.
  - Submit a complete resume of all ministerial experience.
2. Proven, attested ministry as a servant of the Lord in the local church.
  - It is our desire that each credentialed, Specialized, Exhorter or Licensed minister in SOMA be linked to a local church and be submitted to a “spiritual overseer” who is capable of providing Godly counsel and spiritual direction.
3. Submit application and any applicable fees to your SOMA leadership.
4. Your application for Ministerial Credentials will be considered at the next scheduled meeting of the SOMA Leadership in your local church. A determination of your standing with SOMA will be made at that time. You will be contacted by the Secretary of SOMA shortly after the meeting.

\*Application Fee is refundable if application is not accepted.

## **SPECIFIC REQUIREMENTS OF EACH LEVEL**

### **LEVEL ONE: CHRISTIAN MINISTER PERMIT: DEACON MINISTER IN TRAINING**

1. This is the entry level for the Christian minister. It represents the “novice” level of ministry and is of at least one year in duration.
2. Based upon the evaluation of the Director, this time might be shortened provided all requirements are met in full either by equivalent experiences or advanced standing considerations. These must be approved by the Senior Pastor/Apostle.
3. The Christian Minister is called “Deacon,” and is allowed to teach, serve, and preach under authority of the local pastor and church but cannot perform legal services such as funerals and weddings.
4. The Christian Minister/Deacon is under scrutiny of the senior ministers of the fellowship and is viewed by them as a “Minister in Training.” Though sometimes called “Minutemen Ministries,” they are called upon “as needed” for temporary assignments. These assignments are usually for one evening, one day, or a short period. They are not ongoing.
5. The Christian Minister/Deacon is expected to complete ten courses (Dip. Th.) or the equivalent through CLEN, the church’s School of Ministry Training. Contact the local CLEN chancellor or dean for approved courses.
6. The Christian Minister/Deacon is expected to intern under the direction of the Senior Pastor or his appointee in at least two divisions of the church’s ministry for a period of 3-6 months each or the equivalent.
7. The Christian Minister/Deacon is expected to be faithful in church attendance, ministry participation, tithes and offerings to the local church.
8. The Christian Minister/Deacon will report regularly to the Senior Pastor or the supervisory minister of the division in which he/she is interning and also to the Senior Pastor.
9. Upon satisfactory completion of this level of training, the ministry candidate will be awarded a PERMIT OF MINISTRY: DEACON AND CHRISTIAN MINISTER.
10. Should the Christian Minister/Deacon be deemed by Leadership to have successfully completed the requirements of Deacon during this initial year, he/she may apply for candidacy to become an EXHORTER-ELDER MINISTER.

## **LEVEL TWO: EXHORTER AND ELDER PERMIT**

1. This is the first level of Christian ministry. It represents the certificate level of Servant-leadership and is of at least one year in duration.
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4. The Exhorter-Elder will be called “Elder” or “Reverend” and received as a part of the ministry leadership team. He/she will participate as invited in long-range ministry planning sessions and otherwise as determined by Senior Leadership and approved by the Senior Pastor/Apostle.
5. The Exhorter-Elder will complete twenty courses (A. Th.) or the equivalent through CLEN, the church’s School of Ministry Training. This is ten courses above the Christian Minister level. Contact the local CLEN chancellor or dean for approved courses.
6. The Exhorter-Elder may participate in orientation and training of Level One: Ministry in Training persons as directed.
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9. Upon satisfactory completion of Level Two of Training, the minister will be awarded a **PERMIT OF MINISTRY: ELDER AND EXHORTER MINISTER.**
10. Should the Exhorter-Elder be deemed by Leadership to have successfully completed the requirements of Exhorter-Elder during this second year, he/she may apply for candidacy to become a **LICENSED MINISTER.**

### **LEVEL THREE: LICENSED MINISTER**

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3. The Licensed Minister is allowed to exercise all legal and spiritual aspects of ministry except that of serving as Senior Pastor of a church.
4. The Licensed Minister may perform weddings and funerals and any other aspects of ministry not reserved for Ordained Ministers alone.
5. The Licensed Minister is expected to complete thirty courses or the equivalent through CLEN, the church’s School of Ministry. This is ten courses above the Elder level. Contact one’s local CLEN chancellor or dean for approved courses.
6. The Licensed Minister is expected to be faithful in church attendance, ministry leadership, tithes and offerings to the local church.
7. The Licensed Minister will serve as assigned by Senior Leadership and report regularly to his/her supervisory minister.
8. Upon satisfactory completion of this level, the Licensed Minister will be awarded a License to the Ministry and recognized by the laying on of hands.
9. Should the Licensed Minister be deemed by leadership to have successfully completed the requirements of Licensed Minister during this third year, he/she may apply for candidacy to become an ORDAINED MINISTER, the highest level of Christian Ministry.

### **LEVEL FOUR: ORDAINED MINISTER**

1. This is the highest Level of Christian Ministry. It represents the ministry at its most senior levels. It is permanent. While one may develop to higher anointings or government position within ordained ministry, there is no level of ministry higher than ordination. Whether one is a pastor, evangelist, teacher, prophet, or apostle, he/she is still an ordained minister.
2. The Ordained Minister must have completed the Licensed Minister level of ministry or its equivalent, and must make formal application for Ordination to the Ministry.

3. The Ordained Minister is expected to complete 42 courses (B. Th.) in Biblical or the equivalent through CLEN, the church's School of Ministry. This is twelve courses above the Licensed Minister level. Contact one's local CLEN chancellor or dean for approved courses.
4. The Ordained Minister must be judged to be of sufficient maturity and experience to serve as Senior Pastor of a church or the equivalent.
5. Only those who are assuming major ministry responsibilities such as preaching, teaching, counseling, missionary work, or strategic marketplace ministry are eligible for ordination.
6. Usually an Ordained Minister will serve on staff at the local church in a full-time capacity, or in a major ministry role in a para-church ministry, or in a senior ministry role in the marketplace. Often the Ordained Minister will be planted in a ministry overseen by the Leadership or will be endorsed to start a church or ministry outside the home church.
7. All of the foregoing qualifications and responsibilities for faithfulness continue to apply to the Ordained Minister.
8. Upon satisfactory completion of this level, the Ordained Minister will be awarded a Certificate of Ordination and recognized by the laying on of hands.
9. If it is deemed appropriate by the Senior Leadership, the ordained minister may be acknowledged as Apostle, Prophet, Evangelist, Pastor, or Teacher. He/She may have hands laid on and be sent/authorized in one of these five-fold offices.





**SOMA**  
**6003 Veterans Parkway**  
**Columbus, GA 31904**  
**706-323-0847 x 215**

**SCHOOL OF MINISTRY ASSOCIATES**  
**APPLICATION FOR MINISTERIAL CREDENTIALS**  
**This application is for: (check the appropriate box)**

- Permit to Minister: Deacon**
- Exhorter's Permit**
- Ministerial License**
- Ordination**

**Personal Data**

Last Name	First Name	Middle Initial	Date
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Address

City	State	Zip Code
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Home Phone ( )	Cell Phone ( )	Work Phone ( )
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E-Mail

Age	Birth Date	<input type="checkbox"/> Married	<input type="checkbox"/> Single	<input type="checkbox"/> Divorced	<input type="checkbox"/> Remarried
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Conversion Date	Water Baptism Date	Spirit Baptism Date
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Last Name of Spouse	First Name of Spouse	Middle Name of Spouse
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Date of Marriage	Where	Social Security Number
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Children at Home (Name(s), Age(s))

Why do you desire ministerial recognition at this time? (State your reason fully in a separate statement, and attach it to this application.)

**Education Record**

High School

Address	Dates Attended	Degrees or Diplomas
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Degrees or Diplomas

College/University

Address	Dates Attended	Degrees or Diplomas
---------	----------------	---------------------

Seminary and Denomination

Address	Dates Attended
---------	----------------

Degrees or Diplomas

Technical or Vocational School

Address	Dates Attended
---------	----------------

Degrees or Diplomas



## Ministry Experience

Churches where you have ministered either as pastor or associate

In what church are you presently ministering? (Name, Address, Phone)

Who do you consider your spiritual overseer?

What area of ministry do you consider your gifting and primary calling? (If you are not certain at this time, so state.)

## Presbytery Submission

Are you prepared to submit yourself to \_\_\_\_\_ presbytery in matters of doctrine and personal conduct?

Are you fully acquainted with the doctrinal position of \_\_\_\_\_?

Are you prepared to follow the doctrines, ordinances and ministry restrictions taught by \_\_\_\_\_?

Do you understand that you must pass a board of review of \_\_\_\_\_ before credentials can be granted?

## Ministerial Recommendations

List four ministers, or other reputable persons not related to you, who are familiar with your ministry, have worked directly with you and/or have known you at least 2 years and will endorse you.

1. Name			2. Name		
Phone			Phone		
Address			Address		
City	State	Zip Code	City	State	Zip Code
Relationship			Relationship		
3. Name			4. Name		
Phone			Phone		
Address			Address		
City	State	Zip Code	City	State	Zip Code
Relationship			Relationship		
Applicant's Signature			Date		

## Presbytery Use Only

Date Application Received \_\_\_\_\_ Date Board of Review \_\_\_\_\_

Names of Board Members Present \_\_\_\_\_

Approval Status \_\_\_\_\_

Date of issue of initial credentials \_\_\_\_\_



**ARTICLES OF INCORPORATION**  
**OF**  
**AN APOSTOLIC NETWORK OF MINISTERS AND CHURCHES**  
**(APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS)**

We, the undersigned incorporators, hereby voluntarily associate ourselves together to form and establish a corporation not for profit under the Laws of the State of Georgia.

**ARTICLE 1. NAME**

- 1.1 The name of the corporation shall be: **APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS**

**A/K/A**

**ACTS**

**ARTICLE 2. DURATION**

- 2.1 The period of duration of this Corporation shall be perpetual.

**ARTICLE 3. PURPOSES, OBJECTS, AND POWERS**

- 3.1 The purpose, objects and powers of the Corporation are the propagation of the gospel ministry by evangelistic and other means in obedience to the command of our Lord as set forth in Matthew 28:19 and, subject to the restrictions and limitations hereinafter set forth, to use and apply the whole or any part of any real or personal property received, as well as any of the income therefrom and the principal thereof exclusively for charitable, religious, scientific, literary, or educational purposes either directly or by contributions to organizations that qualify as exempt organizations under Section 501 (c) (3) of the Internal Revenue Code and Regulations issued pursuant thereto as they now exist or as they may hereafter be amended.
- 3.2 The Corporation shall also have as its objects and purposes and have within its powers generally to do and perform any and all things that may be incidental to or necessary or proper to the conduct of any or all of the objects and purposes mentioned in Section 3.1 above, as well as any other objects or purposes not prohibited by law, with full power to do and perform any and all of said objects,



purposes, and powers in the State of Georgia, and in any other State of the United States, Federal Districts, Territories or possessions of the United States and in Foreign Nations.

As means of accomplishing the forgoing purposes and without in any way limiting said purposes, and in addition to those powers specifically granted by the Code of Georgia, the Corporation shall have the following powers:

- A. To solicit, collect, receive, acquire, hold, and invest money and property, both real and personal, tangible and intangible, including money or property received by gift, contribution, bequest, or devise; to sell and convert property, both real and personal, into cash and to use funds of this Corporation and the proceeds, income, rents, issues, and profits derived from any property of this Corporation for the purposes for which the Corporation is formed;
- B. To refuse or accept any bequest, devise, grant, gift, for any of its objects and purposes, any property, both real and personal, or whatever kind, nature, or description and wherever situated;
- C. To purchase or acquire, own, hold, lease (either as leaser or lessee), sell, exchange, convey, mortgage, transfer, or otherwise dispose of any property, both real and personal, as the objects and purposes of this Corporation may require, subject to such limitations as may be prescribed by law;
- D. To borrow money, and, from time to time, to make, accept, endorse, execute, and issue bonds, debentures, promissory notes, bills of exchange, and other obligations of the Corporation for moneys borrowed or in payment for property acquired or for any of the purposes of the Corporation, and to secure the payment of any such obligation by mortgage, pledge, deed, indenture, agreement, or other instrument of trust, or by other lien, upon assignment of, or agreement in regard to all or any part of the property, rights, privileges of the Corporation wherever situated, whether now-owned or hereafter acquired;
- E. To invest and reinvest its funds in such stock, common or preferred, bonds, debentures, mortgages, or in such other securities and property as the Board of Directors shall deem advisable, subject to the limitations and conditions contained in any bequest, devise, grant, or gift, provided such limitations and conditions are not in conflict with the provisions of Section 501 (c) (3) of the Internal Revenue Code and Regulations hereunder as they now exist or as they may be hereafter amended;



- F. To enter into, make, perform, and carry out any contract of every kind for any lawful purpose without limit or amount, with any person, firm, association or corporation, municipality, county, parish, state, territorial government, or other municipal or government subdivision;
- G. In general, and subject to such limitations and conditions as are or may in the future be prescribed by law, to exercise the powers which are now or may hereafter be conferred by the “Georgia Non-Profit Corporation Act” and amendments thereof and thereto, upon a corporation organized for the purposes hereinabove set forth, or necessary or incidental to the powers so conferred, or conducive to the attainment of the purposes of the Corporation, subject to the further limitation and condition that, notwithstanding any other provision of this Certificate only such owners shall be exercised as are in furtherance of the tax-exempt purposes of the Corporation and as may be exercised by an organization under Section 501 (c) (3) of the Internal Revenue Code and Regulations hereunder as they now exist or as they may hereafter be amended and by an organization contributions to which are deductible under Section 170 (c) (2) of such Code and Regulations as they now exist or as they may hereafter be amended;
- H. To organize, structure, form, administer, and supervise one or more affiliated subordinates (chapters, locals, posts, or units of the central organization) under its general supervision or control and to do each and every thing necessary to establish, maintain, and supervise said subordinates consistent with the purposes, objects, and powers contained herein (to be expressed in each subordinate’s Articles of Association which shall not be inconsistent with the Apostolic Council of Transformational Servant-Leaders, also known as, ACTS) with the understanding of each of said subordinates subject to this Corporation’s general supervision and control.

#### **ARTICLE 4. INITIAL REGISTERED OFFICE AND AGENT**

- 4.1 The address of the initial registered office of the Corporation is 6003 Veterans Parkway, Columbus, GA 31909.
- 4.2 The initial registered agent of the Corporation is Pat Murray.
- 4.3 The initial registered mailing address of the Corporation is 6003 Veterans Parkway, Columbus, GA 31909.



**ARTICLE 5. MEMBERSHIP**

5.1 The Corporation shall be a non-membership Corporation within the meaning of the Georgia Non-Profit Corporation Act. However, the Board of Directors may create one or more categories of honorary or sustaining memberships which confer no rights, including the right to vote, upon any individual named to such category of membership.

**ARTICLE 6. CAPITAL STOCK**

6.1 The total amount of authorized capital stock of said Corporation shall be none. This Corporation shall have no capital stock and no authorized agent to receive subscriptions.

**ARTICLE 7. INCORPORATORS**

7.1 The names and addresses of the incorporators are as follows:

- A. Ian A. H. Bond  
6003 Veterans Parkway Columbus, GA 31909
- B. Ronald E. Cottle  
6003 Veterans Parkway Columbus, GA 31909
- C. Farris Cox  
6003 Veterans Parkway Columbus, GA 31909
- D. Randal Langley  
6003 Veterans Parkway Columbus, GA 31909
- E. Pat Murray  
6003 Veterans Parkway Columbus, GA 31909
- F. Greg Williamson  
6003 Veterans Parkway Columbus, GA 31909

**ARTICLE 8. OFFICERS**

8.1 The officers chosen for the first year are as follows:

- |  |  |                                   |
|--|--|-----------------------------------|
| Pat Murray<br>President and CEO        | Greg Williamson<br>Second Vice-President | Farris Cox<br>Executive Director  |
| Randal Langley<br>First Vice-President | Ian A. H. Bond<br>Secretary-Treasurer    | Ron Cottle<br>Chairman/Consultant |



- 8.2 There is no restriction or prohibition against the same person holding more than one office in said Corporation.

### **ARTICLE 9. BOARD OF DIRECTORS**

- 9.1 The business and affairs of said Corporation shall be under the management and control of a Board of Directors consisting of not less than three (3) nor more than twenty-five (25) persons. All officers and directors shall hold office until their successors are elected and qualified.

### **ARTICLE 10. MATTERS RELATIVE TO THE INTERNAL REVENUE CODE**

- 10.1 In the event the Corporation is deemed to be a private foundation according to the provisions of the Internal Revenue Code of 1954 and the Regulations hereunder, as amended, the Corporation shall be subject to the following provisions:
- A. The Corporation shall distribute its income for each taxable year at such time and in such manner as not to become subject to the tax or undistributed income imposed by Section 4942 of the Internal Revenue Code, or corresponding provisions of any subsequent Federal Tax Laws.
  - B. The Corporation shall not engage in any act of self-dealing as defined in Section 4941 (d) of the Internal Revenue Code, or corresponding provisions of any subsequent Federal Tax laws.
  - C. The Corporation shall not retain any excess business holding as defined in Section 4943 (c) of the Internal Revenue Code, or corresponding provisions of any subsequent Federal Tax laws.
  - D. The Corporation shall not make any investments in such manner as to subject it to tax under Section 5944 of the Internal Revenue Code, or corresponding provisions of any subsequent Federal Tax laws.
  - E. The Corporation shall not make any taxable expenditures as defined in Section 4945 (d) of the Internal Revenue Code, or corresponding provisions of any subsequent Federal Tax laws.
  - F. No part of the net earning of the Corporation shall inure to the benefit of, or be distributable to, any Director or Officer of the Corporation or any other private individual (except that reasonable compensation may be paid for services rendered to or for the Corporation affecting one or more of its purposes), and no Director or Officer of the Corporation, or any private individual shall be entitled to share in the distribution of any of the corporate assets on dissolution of the Corporation.



**ARTICLE 11. MATTERS IN RELATION TO DISSOLUTION**

11.1 In the event of dissolution of the Corporation or the winding up of its affairs, whether voluntary or involuntary, the residual assets of the Corporation, after all debts have been satisfied, then remaining in the hands of the Board of Directors, shall be distributed, transferred, conveyed, delivered, and paid over in such amounts as the Board of Directors may determine or may be determined by a court of competent jurisdiction upon application of the Board of Directors, exclusively to one or more organizations which are themselves exempt organizations as described in Section 501 (c) (3) and 170 (c) (32) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future law or to the Federal, State, or local governments for exclusively public purposes.

11.2 Any of such assets not so disposed of shall be disposed of the by Court of the County in which the principle office of the corporation 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.

IN WITNESS WHEREOF, the undersigned, as the incorporator of Apostolic Council of Transformational Servant-Leaders A/K/A ACTS has hereunto executed these Articles of Incorporation on this the \_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Witness

\_\_\_\_\_

STATE OF GEORGIA

COUNTY OF \_\_\_\_\_

I, the undersigned authority, a Notary Public in and for the State of Georgia, hereby certify that \_\_\_\_\_, whose name as incorporator of Apostolic Council of Transformational Servant-Leaders, A/K/A/, ACTS. is signed to the forgoing Articles of Incorporation, and who is known to me, acknowledges before me this day that, being informed of the contents of the instrument, he executed the same voluntarily on the day the same bears date.

Given under my hand and official seal this the \_\_\_\_ day of \_\_\_\_\_, 2006.

SEAL

\_\_\_\_\_  
Notary Public

My Commission Expires:



# **ACTS NETWORK**

## **BYLAWS**

### **ARTICLE ONE**

#### **NAME**

The name of this body shall be Apostolic Council of Transformational Servant-Leaders, hereafter referred to as ACTS or THE NETWORK.

### **ARTICLE TWO**

#### **The Nature of THE NETWORK**

SECTION I – This body is and always shall remain solely a medium through which ACTS churches, education or evangelistic ministries, missionaries and servant-leaders may work harmoniously in cooperation with one another. It shall exist for the express purpose of promoting the work and objects set forth in this BYLAWS. It does not, to any degree, and shall never have any ecclesiastical or hierarchical authority over its members. It shall not have and shall never attempt to exercise any power or authority over any church or ministry. It will not in any way limit the sovereignty of the local church or ministry. It shall recognize the sovereignty of the local church or ministry under the one Sovereign, the Lord Jesus Christ.

SECTION II - ACTS is a network based upon the biblical understanding that all true believers are the members of the Body of which Christ is the Head, the Church (I Corinthians 12:12-13). The Body of Christ is therefore, a God-formed living organism and not just a man-formed organization. It was formed by the action of the Holy Spirit who baptizes believers in Jesus Christ into one Body. This Body being thus formed, we cannot create it, change it, or dissolve it. Since the Church was formed by God, it remains the duty of all believers to recognize and acknowledge that which God has created. It is our solemn responsibility to work out ways and means by which members of the Body can work together peacefully and cooperatively to fulfill the Church's God-given mission in the earth.

SECTION III - ACTS is designed to perform only those services which churches, educational and workplace ministries, missionaries and ministers cannot easily or conveniently provide for themselves. This being the case, individual churches, and groups of churches, workplace ministry organizations, and individual Christian ministries may be recognized in ACTS. Each church or ministry is free to carry on its own programs be they educational, missionary, or of whatever nature they may be. Churches/ministries may license and ordain ministers as they deem necessary.

SECTION IV – Although certain minimum requirements are necessary by law for the sharing of decision-making privileges in any body recognized by the government, the primary purpose of



ACTS is to provide recognition of the headship of Christ over the churches and ministries. ACTS, therefore, specifically delimits itself to be a Network of the Body of Christ and not a closed denomination or communion.

SECTION V – Since it is international in character, ACTS may be extended into any country in the world.

### **ARTICLE THREE**

#### **PURPOSE**

The purposes of ACTS shall be:

1. To recognize Jesus Christ as the Sovereign Head of the Church.
2. To encourage the acknowledgment of all true believers in Jesus Christ as members of His Body, The Church.
3. To emphasize, encourage, train and promote the five-fold ministries of apostle, prophet, evangelist, pastor, and teacher both in the Primary Church and the Extended Church of the workplace, education, government, the arts, etc.
4. To assume and share the responsibility of fulfilling the Great Commission – “to go into all the world and teach all nations the gospel of Jesus Christ” (Matthew 28:18).
5. To promote and facilitate unity and fellowship among the members of the Body of Christ.
6. To provide such services as may be necessary or desirable to the associated sovereign churches and ministries who are part of this Network.

### **ARTICLE FOUR**

#### **MEMBERSHIP IN ACTS**

SECTION I – All ministers, churches, educational and workplace ministries, regardless of denomination, which believe and adhere to the principles, nature, and purpose of ACTS may make application to become a part of THE NETWORK. Hereafter, these entities which have been approved for membership shall be referred to AFFILIATE(S). All applications in the international body shall be subject to final approval by the Executive Council.

SECTION II – Previously ordained and licensed ministers shall be so recognized as qualifying for membership in ACTS.



SECTION III – Churches and educational and workplace ministries may be considered for membership by filing an application. Only those who meet the qualifications as set forth in Article Thirteen shall be considered active members.

SECTION IV – In all its business sessions, the decision-making body shall consist of members in good standing. Each AFFILIATE shall be represented by one delegate. Each delegate must show that he or she duly represents the AFFILIATE in order to participate in business sessions.

SECTION V – Names of AFFILIATES shall be published in a directory and updated annually. This directory will be available to every AFFILIATE as a roster of members.

## **ARTICLE FIVE**

### ANNUAL CONVENTION

SECTION I – A membership convention shall be held once a year at a time and place determined by the Executive Council. ACTS business shall be conducted here as deemed necessary, but a major emphasis of the Convention shall be to promote unity and fellowship among the members.

SECTION II – The Executive Council shall meet annually preceding the Convention and shall determine the Agenda for the business session.

## **ARTICLE SIX**

### FINANCES

SECTION I – An annual budget shall be presented to the Convention for its adoption.

SECTION II – Membership fees shall be required of each AFFILIATE. The amount shall be set by the Executive Council of ACTS

SECTION III – All funds of ACTS, with the exception of the annual membership fees, shall be raised by voluntary donations, secured upon the merits of the causes for which appeals are made. ACTS may also acquire funds by bequest, or income property that may be donated.



## **ARTICLE SEVEN**

### EDUCATION DEPARTMENT

SECTION I – An Education Department shall be established by ACTS for the purpose of making available to AFFILIATES accurate information and capable assistance concerning all phases of Christian education. This department will seek ways and means of furthering the cause of Christian education throughout THE NETWORK.

SECTION II – The Executive Council shall appoint a Chairman of the ACTS. Education Committee, and committee members who shall serve THE NETWORK in fostering educational concerns and programs. Half of the committee members shall be engaged primarily in educational work.

## **ARTICLE EIGHT**

### MISSIONS DEPARTMENT

SECTION I – A Missions Department shall be established by THE NETWORK for the purpose of making available to AFFILIATES accurate information and capable assistance concerning all phases of missionary endeavor. This department will also seek ways and means to further the cause of world missions throughout THE NETWORK.

SECTION II – The Executive Council shall appoint a Chairman of ACTS. Missions Committee, and committee members who shall serve THE NETWORK in fostering missionary concerns and programs. Half the committee members shall be engaged primarily in missionary work.

## **ARTICLE NINE**

### EVANGELISM DEPARTMENT

SECTION I – The Evangelism Department shall be established by ACTS for the purpose of making available to the members of THE NETWORK accurate information and capable assistance concerning the ministry of evangelism and to promote harmony and understanding between evangelists and pastors.

SECTION II – The Executive Council shall appoint a Chairman of ACTS Evangelism Committee, and committee members who shall serve THE NETWORK in fostering evangelistic concerns and programs. Half the committee members shall be engaged primarily in evangelistic work.

## **ARTICLE TEN**

### **OFFICERS**

SECTION I – The Executive Officers of THE NETWORK shall be: President, First Vice-President, Vice-Presidents, Secretary-Treasurer, and the holder of any other office defined by this By-laws as having membership on the Executive Council. All officers shall be appointed by the Executive Council and ratified at the Annual Convention. These officers shall be selected biannually at the Annual Convention. They shall hold office until their successors are selected. Terms of office shall be from Annual Convention to Annual Convention. In the case of death, resignation, or disability of the President, the First Vice-President shall succeed to that office.

SECTION II – In the event of a vacancy in any office, the Executive Council shall appoint a successor to fill the office until the following international convention at which time a successor shall be selected and ratified by the convention delegates to complete the unexpired term.

SECTION III – The President shall be the official representative of THE NETWORK. He shall preside over all sessions of the Executive Council and shall be Chairman of the Annual International Convention. In his absence, or by his express direction, the First Vice-President shall preside at any officially called meeting. In the absence of both, the Secretary-Treasurer shall preside at any officially called meeting.

SECTION IV – The duties of the Vice-Presidents shall be those specifically delegated to them by the President and the Executive Council. The First Vice-President shall serve as assistant to the President.

SECTION V – The duties of the Secretary-Treasurer shall be to see that accurate records of the proceedings of THE NETWORK are kept, to maintain the official seal of ACTS, to keep a complete membership roster and other information vital to ACTS, and to supervise all financial records of THE NETWORK.

SECTION VI – There may be an Executive Director or Secretary who shall be appointed by the Executive Council. The Executive Director, or Secretary shall hold office at the discretion of the Executive Council and his duties shall be defined by the Executive Council.

## **ARTICLE ELEVEN**

### **COUNCILS (OR BOARDS)**

SECTION I – The Executive Council

Sub-section 1 – The Executive Officers of ACTS shall constitute the Executive Council.

Sub-section 2 – The duties of the Executive Council are as follows:



- a. Serve as the chief administrative body of ACTS.
- b. Grant recognition and membership to AFFILIATES of ACTS.
- c. Take care of all business not specifically designated for the Annual convention in session.
- d. Serve as the Corporate Board of Trustees
- e. Provide mature, seasoned leadership and guidance for THE NETWORK.
- f. Prepare an order of business and a proposed annual budget.
- g. Approve and oversee the work of all ACTS standing and Ad Hoc committees.
- h. See that all activities sponsored by ACTS reflect the principles, nature and purposes of THE NETWORK as set forth in this BYLAWS.

## **ARTICLE TWELVE**

### COMMITTEES

SECTION I – Standing Committees shall be appointed to serve as needed in an advisory capacity to the Executive Council. They shall be as follows.

- A. Committee on Membership – ACTS Vice-President is Chairman
- B. Committee on Finance – ACTS Secretary-Treasurer is Chairman
- C. Committee on Publications – ACTS
- D. Committee on Education – ACTS
- E. Committee on Missions – ACTS
- F. Committee on Evangelism – ACTS
- G. Committee as needed

SECTION II – Convention Committees shall be appointed annually as needed to serve with the Executive Council carrying out the details of the Convention programs.



SECTION III – Special Ad Hoc Committees may be appointed by the President, or established by action of the Executive Council. They will serve for specific periods of time to perform specific duties which, in the judgment of the President or Executive Council can be more efficiently and effectively performed by an Ad Hoc Committee than by a standing committee or the Executive Council itself.

## **ARTICLE THIRTEEN**

### **LOCAL, REGIONAL AND NATIONAL FELLOWSHIPS**

SECTION I – Because THE NETWORK is international in scope, other local, regional or even national fellowship groups may become a part without losing their unique identity.

SECTION II – Where a Fellowship Group is national in scope, the authority of ACTS may be vested, in whole or in part, in a National Council, subject to the provisions of this BYLAWS. This National Council shall be responsible for seeing that its activities reflect the same principles, nature and purposes as those held by ACTS.

SECTION III – Where a Fellowship Group is regional in scope, the principle above (Article Twelve, Section II) may be applied. All Fellowship Groups will conform to ACTS principles as set forth in this BYLAWS and particularly in reference to procedures for receiving, accounting and disbursement of funds. A secretary shall take and preserve minutes of all meetings of the group. A treasurer shall keep accurate records of all finances received and disbursed.

## **ARTICLE FOURTEEN**

### **LOCAL CHURCHES AND MINISTRIES**

SECTION I – Local churches, educational and workplace ministries who qualify as AFFILIATES according to the provisions of Article Four, Section III, will receive a membership certificate identifying them as AFFILIATES of APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS. These certificates will be renewable annually on a calendar-year basis.

SECTION II – Local churches and ministries shall conform to ACTS principles and procedures as set forth in the BYLAWS, particularly in reference to the receiving, accounting and disbursement of funds. A secretary shall take and preserve minutes from all business meetings. A treasurer shall keep records of all finances received and disbursed. These two offices may be combined into one if necessary.

SECTION III – For AFFILIATES who desire recognition as a tax-exempt, non-profit organization from the United States Internal Revenue Service, it is required that their Constitution and Bylaws contain the following provisions:



1. The church of ministry must be a member in good standing of ACTS.
2. All church or ministry properties must be the property of the local church or ministry, not individually owned, and irrevocably devoted to church or ministry work.
3. Accurate minutes of business meetings and financial records must be kept by authorized officers of the church or ministry.

The following provisions are required by the Internal Revenue Service (IRS) in the Articles of Incorporation or similar creative document.

“No part of the net earning of the corporation shall inure to the benefit of, or be distributed to, its members, trustees, officers, or other private persons, except that the corporation 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 Article Three hereof.”

“No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation 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 these articles, the corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law), or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law).”

“Notwithstanding any other provision of these articles, this corporation shall not, except to any insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.”

“Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation dispose of the assets of the corporation in such manner or to such organization or organizations organized and operated exclusively for charitable, educational, or religious purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue law) as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas (or similar authority if jurisdiction has none) of the county in which the principal office of the corporation is then located, exclusively for such purposes, or to such organization or organizations which are organized and operated exclusively for such purposes as said Court or authority shall determine.”

SECTION IV – AFFILIATES of ACTS wanting tax exemption by the US Internal Revenue Service shall provide the National Office of THE NETWORK with two copies of their constitution and bylaws (or similar document of organization). If the AFFILIATE is incorporated, two copies of the state charter should also be included. The constitution of the

AFFILIATE may be adapted to meet the particular needs of that body, but it must contain the vital provisions of Article Thirteen, Section III, if the AFFILIATE is to have tax exemption.

SECTION V – The local church/ministry AFFILIATE may license and ordain ministers. Such licensed and ordained ministers shall be primarily the responsibility of the local Pastor/Leader and church/ministry which conferred said licensing and ordination. However, the local church AFFILIATE should seek to exalt the office of the ministry and do all it can to make the candidate and church/ministry aware of the solemnity of the calling. It should exercise great wisdom in the matters of licensing and ordination. A novice with an exalted attitude can seriously injure the local church/ministry and the entire NETWORK. The Executive Council retains the right to recognize or withhold the recognition of ACTS for reason of immorality or departure from the doctrine of Christ.

SECTION VI – ACTS desires to encourage all who have been called of God to fulfill their ministry. It does not sit in judgment on those who have made mistakes but leaves that judgment to God. If, however, their past life or mistakes have become seriously controversial, THE NETWORK counsels them in the Spirit of Christ to quietly pursue their ministry as God leads and helps them, and to do nothing to cause themselves to become a further issue or cause of controversy, trusting that in the course of time, God will heal the wounds and scars.

SECTION VII – It is strongly recommended that when situations requiring discipline arise, ministers and churches follow the biblical method of settlement laid down by Christ in Matthew 18:15-17, so that every effort is put forth to secure reconciliation. However, if all else fails, then biblical discipline should be carried out.

“Moreover, if thy brother shall trespass against thee, go and tell him alone: if he shall hear thee, thou hast gained thy brother. But if he will not hear thee, then take with thee one or two more, that in the mouth of two or three witnesses, every word may be established. And if he shall neglect to hear them, tell it to the church: but if he neglects to hear the church, let him be unto thee as a heathen man and a publican.”

When disciplinary action becomes necessary, the following steps are to be followed at the direction of the Executive Council of the church/ministry.

1. One member of the Executive Council shall use the biblical principle of going to the individual, church or ministry.
2. If the above does not settle the difficulty, two member of the Executive Council shall address the situation.
3. The final disciplinary action will come from the Executive Council. Their decision will be final.



SECTION VII – The sovereignty of the AFFILIATE is inviolate as noted in Article Two. AFFILIATES are perfectly free to go to all cities and places where God may lead them. AFFILIATES are free to carry on their ministry endeavors as God may lead them. It should be understood that ACTS recognizes that all AFFILIATES are free to hold meetings or seminars in communities or cities as God may lead them. However, all ministers, whether apostles, prophets, evangelists, pastors, teachers, or others are obligated by good and courteous ministerial ethics at all times. No person should make debts that he cannot and will not pay. No person should conduct himself in an unbecoming way in one’s relations with the opposite gender. In short, one’s conduct should at all times be such as becomes a minister of Christ.

## **ARTICLE FIFTEEN**

### TENANTS OF FAITH

SECTION I – We believe in:

1. The infallible, inspired Word of God as our rule of faith and conduct;
2. One sovereign God expressed in three persons: Father, Son, and Holy Spirit;
3. Redemption and regeneration through faith in the work of Christ in His death, burial, and resurrection;
4. The Baptism of the Holy Spirit as the believer’s endowment of power for service;
5. The imminent return of the Lord;
6. The resurrection of the just and the unjust;
7. The Church universal as being all who believe in Jesus Christ;
8. The local church as being a body of believers who have been converted to Christ and who have united themselves under recognized, delegated authority, and who assemble together to worship, and are organized to carry out the Great Commission by the leading of the Holy Spirit.

## **ARTICLE SIXTEEN**

### EXCLUSION FROM THE NETWORK

SECTION I – Reasons for exclusion from ACTS include:

1. Rejecting a part of the whole doctrine of Christ (II John 9-11).



2. Immoral conduct (I Corinthians 5:9-12).
3. Unruliness or disorderliness (II Thessalonians 3:6-13).
4. Causing divisions (Romans 16:17).
5. Domineering, quarrelsome, and sectarian conduct (III John 9-10).
6. Failure to be separate from the world (James 4:4; Revelations 2:20-22).

When exclusion from ACTS becomes necessary, the following steps are to be followed at the direction of the Executive Council:

1. One member of the Executive Council shall use the biblical principle of going to the individual, church or ministry.
2. If the above does not settle the difficulty, two member of the Executive Council shall go to the individual, church or ministry.
3. Should both earlier attempts to resolve the matter fail, the final disciplinary action will be taken by the Executive Council. Their decision will be final.

## **ARTICLE SEVENTEEN**

### AMENDMENTS

SECTION I – This BYLAWS shall be changed or amended only after notice has been given of at least eight hours at a duly called meeting of the Executive Council.

## **ARTICLE EIGHTEEN**

### PARLIAMENTARY LAW

SECTION I – Proceedings of business at the Annual Convention and of all meetings of the Executive Council shall be conducted according to the rules of parliamentary law as set forth in the classic statement of *Robert's Rules of Order*.





# ACTS

## APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS

RECOMMENDED CONSTITUTION FOR CHURCHES AND MINISTRIES AFFILIATING WITH ACTS

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### ARTICLE 1 – NAME

The name of the church is \_\_\_\_\_

Located at \_\_\_\_\_

### ARTICLE II – PURPOSE

The purpose of this church shall be:

1. To establish and maintain a place (or places) of worship.
2. To bring people to a personal knowledge of Jesus Christ through the proclamation of the Gospel.
3. To be an expression of the Body of Christ fulfilling the Great Commission in the earth.
4. To solicit funds, collect moneys, receive gifts and bequests, and otherwise raise money to fulfill the stated purposes.

### ARTICLE III – BELIEFS

We believe in:

1. The infallible, inspired Word of God as our rule of faith and conduct;
2. One sovereign God expressed in three persons: Father, Son, and Holy Spirit;
3. Redemption and regeneration through faith in the work of Christ in His death, burial, and resurrection;
4. The Baptism of the Holy Spirit as the believer's endowment of power for service;
5. The imminent return of the Lord;
6. The resurrection of the just and the unjust;



7. The Church universal as being all who believe in Jesus Christ;
8. The local church as being a body of believers who have been converted to Christ and who have united themselves under recognized, delegated authority, and who assemble together to worship, and are organized to carry out the Great Commission by the leading of the Holy Spirit.

#### **ARTICLE IV – ASSOCIATION**

While maintaining its inherent rights of sovereignty in the conduct of its own affairs, this church voluntarily enters into fellowship with ACTS.

#### **ARTICLE V – AMENDMENTS**

The Constitution may be amended by two-thirds of the Church Council present at any business meeting called for that purpose.



# ACTS

## APOSTOLIC COUNCIL OF TRANSFORMATIONAL SERVANT-LEADERS

RECOMMENDED BY-LAWS FOR CHURCHES AND MINISTRIES AFFILIATING WITH ACTS

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### ARTICLE 1 – MEMBERSHIP

#### Section I: Membership Qualifications

To qualify for membership, a prospective member must:

1. Accept, believe in, confess, and rely on Jesus Christ as Lord for salvation (Romans 10:9).
2. Believe that the Holy Bible is the Word of God (2 Timothy 3:16).
3. Be baptized in water (Matthew 28:18).
4. Participate actively in the fellowship of this church (Hebrews 10:25).
5. Support the church with tithes and offerings (Malachi 3:10).
6. Submit to the authority of the Presbytery, and to the discipline of the church (Hebrews 13:17).
7. Attend a New Members Class (or other prescribed course) and meet the approval of the Presbytery.

#### Section II: Dismissal of Members

Enrolled members who shall, without good cause, absent themselves from the services of the church for a period of three consecutive months or more, or who cease to contribute of their means to its support, who may be out of harmony with its teachings or its ministries, or who shall be under charges of misconduct, or who may have fallen under condemnation through sinful practices, shall be dismissed as members until they are restored to the fellowship, their standing to be settled by the definite action of the Presbytery.

## ARTICLE II – OFFICERS

### Section I: Senior Pastor

- A. The Senior Pastor shall have the general oversight and supervision of the church and all its departments, and conduct all its services. He shall be President of the corporation and shall act as Chairman of all business meetings. Initiative and calling of all business meetings rests with the Senior Pastor. No person shall be invited to speak or preach in the church without his approval. He is an Ex-Officio member of all committees.
- B. The Senior Pastor shall have the initiative to appoint and fill vacancies on the Presbytery (Advisory Board) and appoint Elders, Deacons, Deaconesses, Evangelists, Co-Pastors, Associate Pastors, Department Directors, and other officers as may be needed.
- C. Upon the death, resignation, or removal of the Senior Pastor for cause, in accordance to Section I, Paragraph D, of these By-Laws, the Presbytery, except for the Senior Pastor, shall provide oversight of the local church to install a new Senior Pastor. A confirmation from the local Elders should be requested, realizing there is safety in the multitude of counselors (I Timothy 3; Titus 1).
- D. Recognizing the Scriptural principle of apostolic discipline of Senior Pastors (I Timothy 5:17-25), the Senior Pastor, if ensnared in immoral conduct, false doctrine, or unethical practices, shall be disciplined by the Presbytery, who shall consult with the President and Executive Committee of ACTS. In the event of the removal of the Senior Pastor, a confirmation from the local Elders shall be requested.

### Section II: Presbytery

- A. The Presbytery shall consist of not less than three members, a majority of whom shall be trans-local. The Senior Pastor shall serve as President of the Presbytery and shall appoint the members of the Presbytery.
- B. Their duties:
  - 1. Shall be to sit in an advisory capacity with the Senior Pastor in matters of church business and government.



### Section III: Other Officers

- A. The local Elders shall be appointed by the Senior Pastor and shall serve as local officers of the ministry.
- B. Deacons and Deaconesses shall be appointed by the Senior Pastor as needed from the men and women of the church (I Timothy 3:10; Romans 16:1).
- C. The Church Council shall consist of Elders, Deacons, and other leaders appointed by the Senior Pastor to the Church Council.

## **ARTICLE III – PROPERTY**

All property, real or chattel, shall be taken, held, sold, transferred, or conveyed in the corporate name of the church.

## **ARTICLE IV – ASSOCIATION**

1. While maintaining its inherent rights of sovereignty in the conduct of its own affairs, this church voluntarily enters into fellowship with ACTS.
2. All church or ministry properties must be the property of the local church or ministry, not individually owned, and irrevocably devoted to church or ministry work.
3. Accurate minutes of business meetings and financial records must be kept by authorized officers of the church or ministry.
4. No part of the net earnings of the corporation shall inure to the benefit of, or be distributed to, its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of the church.
5. No substantial part of the activities of the corporation shall be the carrying on of political propaganda, or otherwise attempting to influence legislation, and the corporation 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 these articles, the corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue law), or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue law).



6. Notwithstanding any other provision of these articles, this corporation shall not, except to any insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.
7. Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation dispose of the assets of the corporation in such manner or to such organization or organizations organized and operated exclusively for charitable, educational, or religious purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue law) as the Board of Directors shall determine. Any such assets not so disposed of by the Court of Common Pleas (or similar authority if jurisdiction has none) of the county in which the principal office of the corporation is then located, exclusively for such purposes, or to such organization or organizations which are organized and operated exclusively for such purposes as said Court or authority shall determine.

## **ARTICLE V – AMENDMENTS**

These By-Laws may be amended by a majority of the Church Council present at any business meeting called for that purpose.