

**LICENSE & ORDINATION
RENEWAL**

2025



**FAITH CHRISTIAN FELLOWSHIP
INTERNATIONAL**

ANNUAL LICENSE & ORDINATION RENEWAL PROCESS

1. All credentials expire annually on the first day of January.
2. Please email or mail your completed renewal form to Haley@fcb.org or mail to PO Box 26, Broken Arrow, OK 74013. **Renewals are due on or postmarked before December 31st to avoid a \$50.00 late fee.**
3. Credentialed married couples must each complete their own renewal form and fee.
4. Renewal forms will be made available on the FCF International website www.fcb.org starting in September.
5. Ministers whose renewals are not received by FCF International before March 1 will be placed on the inactive list and required to return their certificates.
6. If you have any questions regarding the process, please call the office at 918-492-5800 or email Haley at: Haley@fcb.org.
7. Your confirmation letter & card will come together this year. If you use the card on a regular basis, we recommend lamination. You can decide if you want it emailed to you, or sent by mail.

FEES & PAYMENT OPTIONS

1. **Individual \$247 | Individual & Credentialed spouse \$347** (*each person must fill out an individual renewal form*).
2. A **late fee of \$50.00** will be applied to all renewals postmarked after December 31st and will not be processed until the late fee is paid.
3. Payment can be submitted by the following
 - Mail in check to PO BOX 26, Broken Arrow, OK 74013
 - Pay via credit, debit or ACH online at www.fc.org/give, select "License and Ordination Fees"

RENEWAL REQUIREMENTS & CHECKLIST

Action will not be taken on any application until the fee and completed forms have been returned to the above mailing or email address. **All completed application packets must include the following:**

- Renewal Form
- Renewal Fee: Individual \$247 | Individual & Credentialed spouse \$347
(*each person must fill out an individual renewal form*)
- Completed CEUs for 2024 (3 of the Quarterly Events - links available in renewal reminder emails)



LICENSE & ORDINATION RENEWAL

RENEWAL FEE: Individual \$247 | Individual & Credentialed Spouse \$347 *(each person must fill out an individual form)*

Are you renewing your Licensing Ordination

Please indicate how you would like your confirmation letter & card EMAIL MAIL

PERSONAL INFORMATION (Please print or type and fill in every blank and complete each question)

Name: _____ Has Your Contact Information Changed: Y N

Current Mailing Address: _____

Current Street Address: _____

Current Cell Phone: _____ Current Work Phone: _____

Current Email: _____

Are you presently working a job in addition to your ministry? Yes No If yes: Part-Time Full-Time

Do you want your information included in our directory? *(only made available to current members)* Yes No

Best way to contact you: Text Call Mail

MINISTRY INFORMATION

Name of Organization: _____

Phone: _____ Email: _____ Website: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Has your primary field of ministry changed? Yes No

If yes, please describe your primary field of ministry.

CONTINUING EDUCATION

Did you view the Quarterly Events? Yes No *(These can be viewed on our Youtube Channel)*

COACHING

With your renewal for 2025, we will offer a six week session of group coaching. These small group coaching environments are created to further equip you to fulfill your calling, connect you with other members, and help discover all God has for your future!

Would you be interested in attending six free group coaching sessions? Yes No Maybe

In your organization, what teams, ministries, projects or events are you involved in?

Over the last 4 years, FCF has developed new Teams to reach all of the FCF members and we would love your involvement!

We have openings on the Prayer Team and the Welcome Team.

The **Prayer Team** handles all prayer requests and will be developing a monthly prayer call open to all FCF members.

Would you like to join the Prayer Team? Yes No

The **Welcome Team** sends out cards for birthdays and welcomes new members. We would like to grow into acknowledging anniversaries as well.

Would you like to join the Welcome Team? Yes No

We truly believe that YOU should not do ministry alone and that's why we exist - to help you thrive in your God given calling!
Thank you for being a part of our global family!

Name: (please print) _____ Signature: _____