



**NEW CHURCHES**

MULTIPLY THE MISSION.

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# CONGREGATIONAL FORMATION CHECKLIST

After planting a new church, the time for official congregational formation eventually arrives. This process moves the congregation from functioning as just a concept or even a worshipping group of people to becoming a biblical church. That often will have legal and administratively recognizable components. The former applies to everyone, but, of course, the latter applies only to churches that want to organize legally. Some may just want to covenant together, and that requires less organization. The checklist below is for churches wishing a more formal organization structure.

## **Spiritual Formation Documents:**

- ☐ Statement of Faith
- ☐ Constitution
- ☐ Bylaws

## **Legal Formation Documents:**

- ☐ Incorporation
- ☐ Employer Identification Number
- ☐ Federal Tax Exemption
- ☐ State Sales Tax Exemption
- ☐ Insurance
- ☐ Nonprofit Bulk Mail Permit

## **U.S. Church Plants:**

- <https://www.irs.gov/Charities-&-Non-Profits/Churches-&-Religious-Organizations>

## **Canadian Church Plants:**

- <http://www.cra-arc.gc.ca/charitiesandgiving/>

**Australian Church Plants:**

- <https://www.ato.gov.au/Non-profit/Getting-started/In-detail/Types-of-charities/Religious-institutions--access-to-tax-concessions/>

**United Kingdom Church Plants:**

- <https://www.gov.uk/charities-and-tax/overview>

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