

Criteria and Guidelines for Membership Application

1. Criteria to apply for membership

- Applicant must subscribe to the NECF's statement of faith & objectives
- Church must be in existence for at least one year
- If it is a church split situation, it would be extended to 3 years unless a letter of blessing is obtained from the church where it came out from.
- Church must have at least 25 adult members
- Organisations (unlike churches) must be registered with the government – ROS, ROC, etc

2. Guidelines

All applications must be accompanied by the following:

A. Referees

- You must get the consent of 2 NECF member churches to be your referees. Kindly name them in your cover letter to us.
- Referees must be members of NECF for at least 3 years
- One of the referee must be from the same locality (suburb/town/state in that order)
- Should you need assistance to identify the referees, kindly consult our ethnic Executive Secretaries (BM/Chinese/Tamil) or our office staff in charge of membership
- If your church belongs to an established denomination or organization, please submit the certificate of affiliation. A waiver of referees may be considered.
- Foreign churches must obtain a letter of recommendation from the National Evangelical Fellowship of their country of origin.

B. Constitution (for organizations, it is your M & A)

This is the document which the church adopts to reflect the fundamental essence of the church and how the church operates. A typical constitution normally contains the following sections:

- Main Tenets:
The mission statement, the name, statement of faith, statement of affiliation, statement of church's governance.
- By-laws
This part contains the provisions upon which the church operates esp. process for appointing elders, electing deacons and committees.

- **Policies and Procedures**
This part details various policies of the church as per the ministries such as personnel, building, facilities, finances, etc.
(a sample is available from the NECF office)
- The proposed constitution must be pinned up on the church's notice board for 21 days for members to read and respond
- The final constitution must be officially adopted by the church board after the 21 days period is over.
- Alternately, you may call for a business meeting to adopt the constitution.

C. Extract of Minutes

Please submit an extract of the minutes of the board meeting where the Constitution was adopted.

D. Particulars of church leadership

Please submit a list of the names and positions of Board members.

E. Subscription Fees

A cheque for the membership fees

After all the documentation process, the following will take place:

Interview

After all the documents are submitted, a meeting will be arranged for the NECF Secretary-General or a regional council member to meet the pastor/elder of the church for a formal "interview".

Tabling Of Membership

All membership applications need to be tabled at the Executive Council meeting for approval.

Issuing of Certificate

Successful applicants will be notified by post along with the membership certificate.

Note: Depending on the submission of the required documents, the membership process is about 3 months.