



# General Council on Finance and Administration

## GROUP RULING REQUEST FORM

DATE: \_\_\_\_\_

MY ORGANIZATION IS A:      GROUP 1       \* GROUP 2   
(Church, Agency, Conference, etc.)      (Other - see below)

(Please print or type)  
CHURCH / ORGANIZATION NAME: \_\_\_\_\_

PASTOR / DIRECTOR'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

EMPLOYER IDENTIFICATION NUMBER (EIN): \_\_\_\_\_  
(9 digit number- **REQUIRED, CANNOT BE PROCESSED WITHOUT THIS NUMBER**)

CHARTER / INCORPORATION DATE: \_\_\_\_\_

REQUESTED BY: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Generally, the "Group 2" designation applies to an organization that is a subsidiary of or otherwise related to a "Group 1" organization. Common examples of Group 2 organizations are: Wesley Foundations, church preschools/child-care centers, community centers, annual conference retreat centers/camps, church foundations, community ministries (e.g., missions, shelters, food distribution centers).

If your organization falls under the Group 2 category, you must attach a copy of the organization's governing documents for review (i.e., Articles of Incorporation, By-Laws, etc.). If your Group 2 organization does not have these documents, please note that in the "Comments" section of this Request Form and we will contact you for more information.

Fax your completed request to GCFA's Legal Department – 866-246-2516 or  
E-mail to [legal@gcfa.org](mailto:legal@gcfa.org)