

CREATING A MEMORIAL FUND

One way to honor a loved one is to establish a memorial fund. This brochure explains the policies and procedures at Bethel College Mennonite Church.

1. Memorial funds are established in a manner consistent with the goals, purpose and doctrine of the church.
2. It is BCMC policy not to label items with the name of the donor.
3. Memorial funds may be designated for use by BCMC where most needed. Memorial funds are not used for general operating expenses.
4. Each year the Finance Committee also updates a list of projects for which memorial funds may be designated.
5. Other uses of memorial funds must be approved by the Finance Committee.
6. Memorial funds not designated and used within one year will be transferred into General Memorial Funds for use where most needed.
7. Applications for use of General Memorial Funds may be made to the Finance Committee by the Church Board or any official commission, committee or staff member.

CONTRIBUTING TO A MEMORIAL FUND

All checks and cash should be turned into the church office as soon as possible by the contact person. Only contributions given through the church are tax-deductible.

Make checks out to Bethel College Mennonite Church. Indicate the name of the memorial fund in the memo.

The names and addresses for individuals contributing cash should be listed along with the amount of each contribution.

THANKING DONORS

The church will send an acknowledgement to each donor. The church will also prepare a list of donors for the contact person for the memorial fund.

USING THE MEMORIAL FUND

Generally a designated memorial fund will be used without additional involvement from the contact person. In some situations a representative from the Finance Committee may talk with the contact person.

MEMORIAL FUND PROJECTS

Below are more detailed descriptions of memorial fund projects available at Bethel College Mennonite Church.

Please fill out and select a project on the other side of this panel.

Where needed most:

For use by BCMC where most needed. Funds will not be used for general operating expense.

Living Stones II: A capital campaign for needed repairs to the facility such as improvements to the main entrance; tuck pointing, cleaning and sealing the exterior; and other deferred maintenance projects.

BCMC Mission and Service Endowment Fund:

A portion of the annual earnings are used to provide scholarships for members engaged in voluntary service program with various Mennonite agencies and administered by the BCMC Education and Service Scholarship Committee.

BCMC Bethel College Scholarship Fund: A fund to provide annual scholarships to BCMC students attending Bethel College. The fund is administered by the BCMC Education and Service Scholarship Committee.

Hymnal replacement fund: *Hymnal: A Worship Book* will be replaced by a new hymnal being produced by MennoMedia and this fund will help purchase the new worship resource when it becomes available.

Other uses: Other uses may be suggested but require the approval of the BCMC Finance Committee.

MEMORIAL GIFT DESIGNATION FORM

Please fill out this section and return to a pastor or the church office.

Memorial Fund in honor of...

Contact information:

Name

Address

Phone

Email

Relationship to honored person

Select the designation for use of the memorial fund:

- BCMC use where most needed**
- Living Stones II**
- BCMC Mission and Service Endowment Fund**
- BCMC Bethel College Scholarship Fund**
- Hymnal replacement fund**
- We would like to ask the Finance Committee to use the fund for the following:**

-
- We are undecided at this time but will make a decision by the following date:**
-

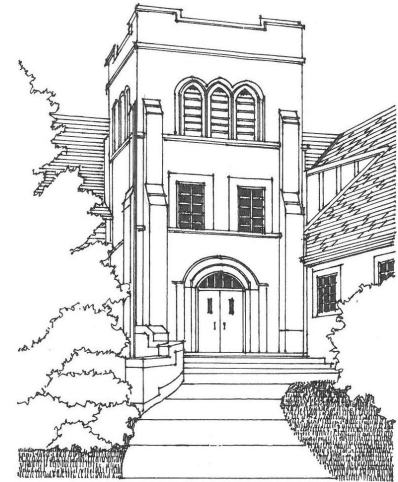
Revised 05/27/2016

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MEMORIAL FUNDS

AT BETHEL COLLEGE MENNONITE CHURCH



A brief guide for family or friends
who desire to establish a memorial
fund to honor a loved one