

CHURCH QUALIFIER FORM

(Churches who do not have a 501(c)(3) and do not seek eligibility through a group exemption)

Name of Church_____ **Agency Number**_____

The IRS uses 14 characteristics to determine whether an organization qualifies as a church. In accordance with this provision, the Golden Harvest Food Bank established a policy, which requires that, an organization that functions as an independent church must certify that at least nine (9) of the following characteristics are evidenced by their program. **Each item checked must be supported by copies of printed materials from your church and these materials must be submitted to Golden Harvest.** Examples of items that your church might use as evidence to satisfy legal requirements have been provided with each characteristic.

Criteria	Possible examples of documentation	Documents Attached
A distinct legal existence filed with state	existence Letter from IRS with EIN or Articles of Incorporation	<input type="checkbox"/>
A recognized creed and form of worship	Two pages of creed or Articles of Incorporation	<input type="checkbox"/>
A definite and distinct ecclesiastical government	By-laws, organizational chart with titles and positions, or Articles of Incorporation	<input type="checkbox"/>
A formal code of doctrine and discipline	By-laws or Articles of Incorporation	<input type="checkbox"/>
A membership not associated with any other church or denomination	Statement of mission, objectives and goals of the church signed by pastor and three others	<input type="checkbox"/>
A distinct religious history	A brief written history	<input type="checkbox"/>
A literature of its own	Copy of first few pages of literature (published books, magazines, broadcast materials)	<input type="checkbox"/>
Established place of worship	Copy of church bulletin showing address	<input type="checkbox"/>
Regular congregations	Copy of church bulletin	<input type="checkbox"/>
Regular religious services	Copy of church bulletin	<input type="checkbox"/>
Sunday schools for the religious instruction of the young	Copy of church bulletin or pamphlet showing times for Sunday School	<input type="checkbox"/>
Schools for the preparation of its ministers	Copy of diploma with school name or list of school names and addresses	<input type="checkbox"/>
Ordained ministers elected after completing prescribed courses of study	Copy of Ordination and diploma	<input type="checkbox"/>
A complete organization of ordained ministers ministering to their congregations	Church bulletin or other published document listing ministers or copy of Ordination certificates	<input type="checkbox"/>

As a duly authorized officer of _____ (Church Name), I certify that this organization meets the requirements indicated for identification as a church and has not applied to the IRS for 501(c)(3) status and been denied, nor has this organization had its current 501(c)(3) status revoked by the IRS.

Signed by Chief Executive or Senior Pastor:

Name, Title

Date _____

GHFB Representative	Date	Expiration Date
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