



# Women's Ministries

## Local Quarterly Report

Date Mailed \_\_\_\_\_

Ministry groups may make individual reports or the general secretary/treasurer may compile one report for all groups.

Quarter

Mail Report

REMINDER: Tithe regularly to the district Women's Ministries. Enter amount in Cash Given, District.

1<sup>st</sup>—January/February/March

March 15\*

2<sup>nd</sup>—April/May/June

June 15\*

3<sup>rd</sup>—July/August/September

September 15\*

4<sup>th</sup>—October/November/December

December 15\*

\*or after last meeting of the quarter.

### Identification Section

Please check if names or addresses are new since last report.

Name of Church \_\_\_\_\_ City \_\_\_\_\_ Section \_\_\_\_\_  
 Coordinator \_\_\_\_\_ Report made by \_\_\_\_\_  
 Address \_\_\_\_\_ Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Telephone \_\_\_\_\_ E-mail \_\_\_\_\_ Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

### Financial Section

Area of Giving	Name of Missionary, Institution, or Other Project	Cash Given (actual money given)	*Cash Spent (Materials & shipping)
<b>A/G World Missions</b> Missionaries and families. Bible schools and other world missions institutions.			
<b>A/G Home Missions</b> Missionaries and families. Bible schools and other special ministries under home missions. District home missions pastors and families.			
<b>Benevolences</b> National benevolence projects: Hillcrest Children's Home, Highlands Child Placement Services, Disaster Relief, Aged Ministers Assistance, Maranatha Manor (national Assemblies of God health care facility).			
<b>District</b> Tithes and offerings for sectional and district Women's Ministries projects and commissary. District-sponsored benevolence institutions. Assemblies of God approved educational institutions (other than those in A/G World or Home Missions).			
<b>Local</b> Projects for the church. Community benevolences.			
<b>National</b> National Women's Ministries Day offering, Touch the World Fund, and other CASH offerings not shown above, sent to Springfield, Missouri.			

\*Money spent to purchase materials, food, Bibles, literature, postage, and other shipping costs.

### Statistical Section

Group Name	Function	Membership	Frequency of Meetings			Other
			Quarterly	Monthly	Weekly	
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Souls saved through Women's Ministries efforts this quarter \_\_\_\_\_

Persons filled with the Holy Spirit this quarter \_\_\_\_\_

(Be sure to complete the Adoption Section and Share and Comments Section on reverse side.)

## Adoption Section

Our adopted missionary is: \_\_\_\_\_

Communication this quarter: Personal letters/cards sent \_\_\_\_\_ Received \_\_\_\_\_ Occasion \_\_\_\_\_

Other items sent: Packages \_\_\_\_\_ Other \_\_\_\_\_

(Report cash given and cash spent in the appropriate category of the financial section.)

## Share and Comments Section

Share special activities such as specialized classes, crafts, fund-raising, Event Evangelism, etc. Enclose samples when possible.  
List outstanding speakers, their effectiveness, type of ministry, etc. (If more space is needed, attach an additional page.)

## INSTRUCTIONS FOR COMPILING THE WOMEN'S MINISTRIES QUARTERLY REPORT

The quarterly report is an account of Women's Ministries giving from which district and national statistics are computed for permanent records.

### WHAT TO REPORT

The quarterly report shows all cash offerings and the actual money spent on merchandise purchased for projects by the local group during the 3-month period.

### HOW TO REPORT

**CASH GIVEN COLUMN:** Enter the amount of *actual cash given* (honorariums, other offerings) to a missionary, speaker, institution, district tithe, or project in the space opposite the proper category (such as *A/G World Missions, Benevolences, District, Local, etc.*)

**CASH SPENT COLUMN:** Report *actual money spent* for gifts, commissary items, supplies for making other items, literature distribution, postage and shipping, etc. Base value of handmade items upon the actual cost of materials used—not on the retail value of the finished product. The Cash Spent report is recognized in lieu of actual money placed in the offering; therefore, it must show only *cash spent*, not cash value. No value is to be reported on used items.

**LOCAL CATEGORY:** In this space report the following ministries:

1. Approved projects for the local church, parsonage, and pastor's family.
2. Cost of literature and Bibles distributed *locally*.
3. Community benevolences include food for the needy, food for bereaved families, and emergency assistance such as a family whose home has burned, etc. Do not report food for local church or sectional fellowship meetings or wedding or baby shower gifts for persons within the church.

### WHERE TO REPORT

Send this report to the designated district or sectional officer. *Do not send to the national office.*

### A/G TOTAL GIVING

The General Council of the Assemblies of God issues "A/G Total Giving" credit for all giving by local churches and districts. Giving by Women's Ministries and Missionettes (both cash given and cash spent) is included in the total church and district giving.

Consistent reporting is necessary to insure proper credit being given to both churches and districts.

Assemblies of God  
Women's Ministries Department  
Item #735410

Mail this report to: