

How to Renew with IMF

Welcome to the documentation on how to renew with IMF. We will go step by step through the process of renewing with us starting from two different ways described below:

- [Begin renewal process from an email notification](#)
- [Begin renewal process our website imfserves.org](#)

From there you will be able to [fill out the renewal form](#), with the addition to selecting your payment method for paying your membership fee.

International Ministerial Fellowship Annual Renewal Reminder

International Ministerial Fellowship <imfmembership@imfserves.org>
To: Michael Weible
If there are problems with how this message is displayed, click here to view it in a web browser.



www.imfserves.org

Dear Michael Weible,

Greetings in Christ. I hope all is well with you, your loved ones and ministry.

It is time for you to renew your ministerial credentials with IMF.

On or by **02/10/2021**, you will need to renew your membership in IMF for the coming year.

We have made it easier than ever before for you to renew with IMF! You can now renew online!

At the bottom of this email we have a **green link to Renew Your Membership**.

The **Renew Your Membership** link allows you to update your personal information, record your ministry activity over the past year, and pay your renewal membership online with Visa, MasterCard, Discover or American Express.

Your membership with IMF provides you with valuable services to support you in ministry. You have access to IMF staff for personal counsel and consultation along with the IMF website members only content and webinars.

Your IMF ministerial credential authorizes you to perform clergy services--weddings, serve communion, etc. If you do not hold ministerial credentials you are no longer eligible for the IRS approved clergy housing allowance.

Please do not delay! Click on the **Renew Your Membership** and Link to renew with IMF.

Your new membership seal will be sent to you upon completion of your renewal form and submission of your ministerial fee.

If you are in a place of personal distress or hardship--know we are concerned for you! Please contact the IMF Office and talk with us.

Our IMF staff team prays for you and all of our members individually by name. We are here to assist and encourage you in your ministerial service in every way possible.

We look forward to working together with you in ministry in your coming year!

Renew your membership

Sincerely in Christ,

International Ministerial Fellowship

If you no longer wish to receive these emails you can [unsubscribe](#) at any time.



Name	Mr. Michael Weible
imfserves.org Log In	
michaelw@imfserves.org (Your email)	
Reset Password	
https://imfserves.org/Sys/ResetPassword/Request	
Your Profile Page	
https://imfserves.org/Sys/Profile	
imfserves.org ID Number*	#####
Member Since	10/10/2020
Membership Level	General
Rostrating Credential	Commissioned Minister
Renewal Date	02/10/2021
Annual Renewal Fee	\$225
*ID number to now used on all forms to verify identity.	

Begin the Renewal Process Email Notification

When you receive an email notification in your email inbox from us about renewing, you are able to start your renewal process right from that email.

The email displayed below is the first email you would receive from us, alerting you that you have an upcoming renewal due with us.

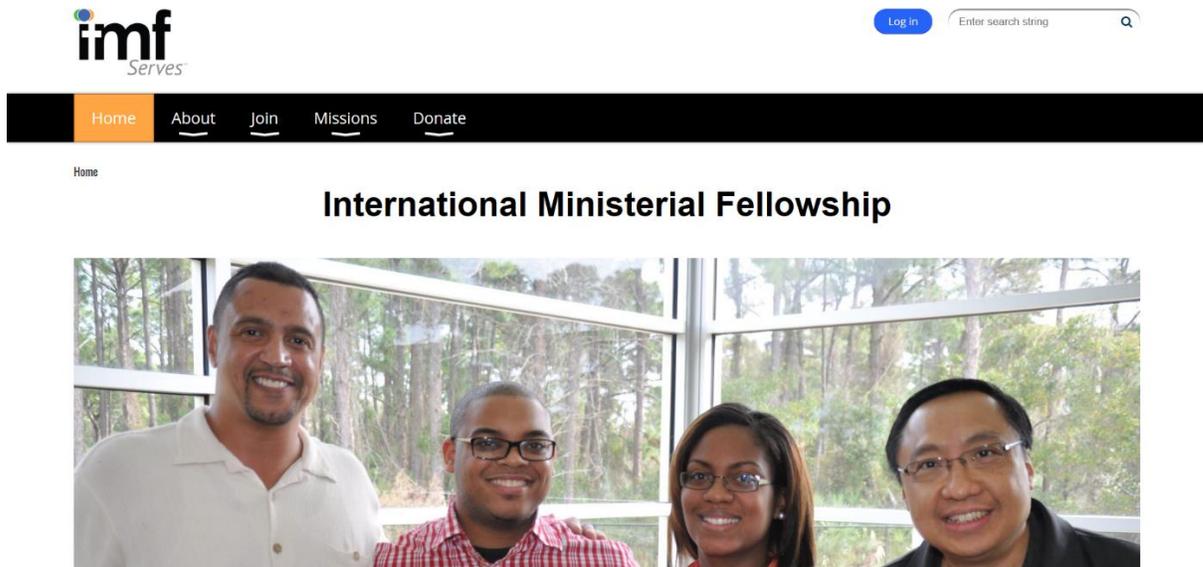
In the body of the email you will notice text highlighted with green. Each of those portions, you are able to click on to start your renewal process. You can also find a button at the bottom of the email the says "Renew your membership", you may also click on this to begin the process.

Highlighted in yellow on the right hand side, you will find information that may be helpful when you will out your renewal form.

- 1) Provided for you in this email is your imfserves.org ID number. We use this number to verify that this is you filling out your renewal form.
- 2) Provided for your is the credential that you currently hold. We use this to determine the renewal fee on the renewal form.

Begin Renewal Process From imfserves.org

1) Traverse to our website imfserves.org.



2) Log in with your email and password.

- ◆ If you have not logged in before or forgot your password, click on the [Forgot Password](#) link.

[Home](#) > [Login](#)

To access this page, please log in with your credentials. If you don't know or forgot your password, click on [Forgot Password](#).

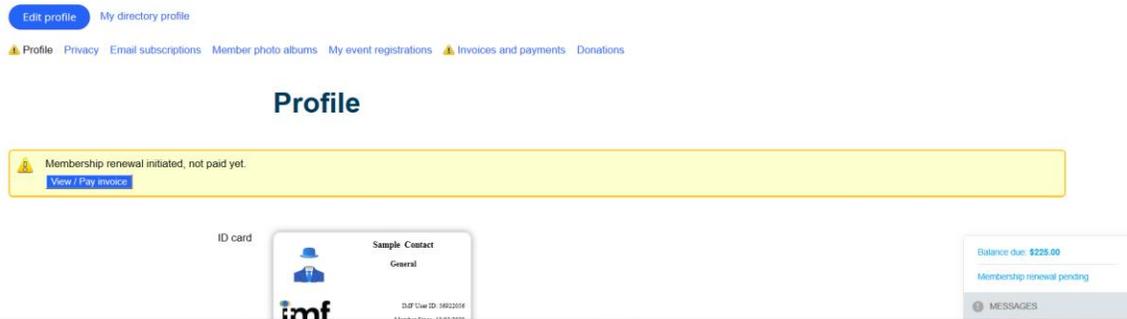
 Log in with Facebook	Email <input type="text"/>
 Log in with Google	Password <input type="password"/>
	<input type="checkbox"/> Remember me
	<input type="button" value="Log in"/> Forgot password

3) Click your name at the top of the page, as shown in the screen shot below:



- 4) You will be redirected to your profile; it should look something like the screen shot below. Take note that there is an invoice for your membership renewal fee.

My Profile



- ◆ Note: if you open the invoice you will notice that you are unable to pay for this at this time. Don't fret, you'll be asked to enter your payment method on your renewal form.
- ◆ As you scroll down towards the bottom of the page, take note of your User ID and your credential.
 - * You will be able to see that information on you ID card as well as on individual fields as you scroll down.
- ◆ Under the Renewals Section Header, you will see a link to your renewal form, click on that to open the form.

Renewals

Renewal Form Link https://internationalministerialfellowship.formstack.com/forms/renewal_form_december

Filling Out Your Renewal Form

Once you have clicked on the link for your renewal form, you should see a form like the one below:



CREDENTIAL RENEWAL FORM

To Renew, Membership Form Must be Completed & Payment Received or Credentials will Lapse.

By action of the International Ministerial Fellowship Board of Directors, ministers who fail to renew their fellowship certificate on or before their expiration date shall be considered delinquent and shall be assessed a late fee of \$45. Ministers who have not renewed within 60 days of their expiration date shall be recorded as lapsed and must pay all dues to date plus make application for reinstatement and pay an additional \$100 reinstatement fee. Persons who apply for reinstatement after two years must repeat the entire application process. Please complete, sign and mail this renewal form to the national office along with your annual fee. Upon review and certification your certificate, seal, and new membership card will be forwarded to you. Your continued partnership is appreciated. We are deeply grateful.

Name *

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Prefix (optional)	First Name	Initial (optional)	Last Name
			<input type="text"/>
			Suffix (optional)

Email *

imfserves.org User ID Number *

Current Credential *

- Ordained Minister Licensed Minister Special Ministry License
 Commissioned Minister Christian Worker Associate Member

Do you currently serve on a church staff? *

- Yes
 No

Make sure you fill out your imfserves.org User ID Number and Current Credential correctly as this is how we verify this is you filling out your renewal form.

At the end of the form, there is a section titled Renewal Fee Payment, you will be provided different options on how you would like to pay. Depending on your selection, different information will appear.

- ◆ Selecting check will remind you of our address to send your check to. We will update your invoice on our website once we have received your check.
- ◆ Selecting Credit Card will allow you to enter your credit card information along with the billing address associated with that card. Upon submission your invoice will be updated.



Renewal Fee Payment

Payment Method *

Credit Card Check

How will you be paying you renewal fee?

Discount Code

[Apply Discount](#)

Renewal Fee for Commissioned Ministers

\$ 225.00

Renewal Fee - With applied discount

\$ 225.00

Total

\$ 225.00

Billing Address *

Address Line 1

Address Line 2

City

State/Province

ZIP / Postal

Country

Credit Card *

<input type="text"/>	<input type="text"/>	<input type="text"/>
Card number	MM / YY	CVC

[Save and Resume Later](#)

[Previous](#)

[Submit Form](#)

