



Southwest Region Conference
ID Badge and Membership Verification Form

Community Services Team Members, by completing this form you are requesting that the Southwest Region Conference of Seventh-day Adventists conduct a verification process on your membership standing. Please complete this form in its entirety. **Remember to obtain signatures from your church's administration before submitting this form.** Failure to complete this form in full can result in the denial of your application. Please mail the completed form to: **Southwest Region Conference, Attn: Community Services, PO Box 226289, Dallas, TX 75222**

Team Member Information:

First Name _____ Last Name _____
(as it appears on your government issued identification card)

Home Address _____

City, State, Zip _____

Telephone # _____ ID Badge # _____
(To be completed by Conference Officials.)

Church Information: (Which church has your membership?)

Church Name _____

Church Address _____

City, State, Zip _____

By signing your name, you are agreeing to uphold the Adventist Community Services Code of Conduct and Ethics.

A SIGNATURE FROM AT LEAST ONE OF YOUR CHURCH'S ADMINISTRATION IS NEEDED
Administrators, by signing your name, you are saying that the above Community Services Team Member is a member of your church in good and regular standing.

Pastor/1st Elder's Printed Name Church Clerk's Printed Name Community Services Director's Printed Name

Pastor/1st Elder's Signature Church Clerk's Signature Community Services Director's Signature



Southwest Region Conference ID Badge Photo Information

Community Services Team Members,

To complete the process, you will need to submit a photo for your ID Badge. Your photo should meet the qualifications as described below:

- Your photo should be in color and taken within the past year.
- Your photo should display a full-face, front view.
- The photo should be taken with a 5 to 8 megapixel camera in high-resolution.
- Please use a plain white or off-white background.
- In the photo, please dress in modest, appropriate attire to properly represent the Southwest Region Conference of Seventh-day Adventists (SWRC). Darker colored clothing appears better against the bright background.

A photo has a better quality if it is emailed rather than printed on paper. When you have obtained a photo of yourself that meets the qualifications listed above, please email your picture to Denise Lee, Administrative Assistant to ACS (dlee@swrgc.org). In the subject field, be sure to type *ACS ID Badge*. In the body of the email, please include *your full name, your church's name and the city where your church is located*. Attach your photo as a jpeg file.

Thank you.

FOR OFFICE USE ONLY	
Picture No.:	
State of Residence:	
Application Process Complete?:	YES NO