

GRACE AND PEACE MINISTRY FELLOWSHIP
2055 Pleasant Valley Rd.
Niles, Ohio 44446
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Dear Intern Applicant,

Welcome to the internship application process of G&PMF. We are excited and pleased that you have chosen to apply to Grace & Peace for your next step in ministry leadership growth. Enclosed in this e-mail are the application instructions and the application form that will allow us to process your application.

It will be your responsibility to complete the formal application form and return a copy of it to us by e-mail attachment. Also, your original application as well as the original signature page (page 7) with your original signature should be mailed by regular post to our office immediately after sending the e-mail copy. Your acceptance cannot be formalized until the original signature page and application are received and in your application folder. You are responsible for a \$85 application fee to cover the administration of all aspects of the application process. Your check or money order should be made payable to Grace and Peace Ministry Fellowship and should be included in the envelope containing the original application and signature page.

The personality profile assessment will be done online. When we have your application, original signature page, and application fee, we will send you the online information you will need to complete the profile assessment.

The Criminal Background must also be completed and done at your expense. Depending on your state of residency, this fee will vary between approximately \$10 and \$25. Contact your local or state police to determine the procedure for your state. Simply ask them how to apply for Act 33/Act 34 criminal background clearance for your state. Once you have applied for the background check, the results will be sent to you in approximately 10 days to 2 weeks. You should make a copy of your original and send the copy to our office to be included in your application folder.

Also, please submit a current driving record. Ohio BMV Form 1173 is attached for your convenience. Take this to your local BMV office to request your driving record. This will cost approximately \$5 and must be submitted with your application.

If you have any questions, please contact us by e-mail and we will respond by e-mail or telephone depending upon the concern. Thank you for your interest in G&PMF and we hope to meet with you in the Dominican Republic in the near future.

In Christ,

Karen Rumble, Missionary to the Dominican Republic, Grace & Peace Ministry Fellowship