Policies and Procedures Manual
Minister and Ministry Co-/Leader Acknowledgement Receipt

Attestation:

The content, requirements, and expectations within the attached **The River Church Policy and Procedure Manual** have been verbally presented to me. Additionally, I have read the manual carefully and in its entirety, and agree to abide by all guidelines established therein. Additional policies and information may be implemented by The River at any given time. The Manual does not serve as an "employment" agreement or guarantee, as my service is voluntary unless outlined in a separate Contractor Service Agreement. *Contractors must sign the Employee Acknowledgment Form.* I recognize that I am an "at-will" minister or leader and I or The River can terminate my service at any time for any reason with or without notice, regardless of my length of service. The status of my "at-will" service can only be changed through written agreement of me and the Senior Pastor. No employee, minister, leader, volunteer or other representative of The River can make any promises, oral agreements or statements, or representations that are inconsistent with this Acknowledgment. I understand that should I have any question(s), to consult my immediate pastoral leader.

Signature of this form shall validate the above attestation regarding **The River Church Policy and Procedure Manual**. Upon signature, please submit to Executive Pastoral Leader.

Name of Ministry:_____
(**Please Print Clearly**)

Ministry Co-/Leader or Minister Signature: _____

Printed Name:_____
(**Please Print Clearly**)

Date:_____

Designation (Please Check One): ☐Ministry Leader   ☐Ministry Co-Leader   ☐Minister
Minister, Ministry Leader/ Ministry Co-Leader - Please Do Not Complete Below This Line

I hereby attest that **The River Church Policy and Procedure Manual** has been distributed and discussed with the above Ministry Leader and/or Assistant Ministry Leader. This Acknowledgement Receipt has been received by me for inclusion with The River Church Master Organizational Policies and Procedures Manual.

Senior/Executive Pastoral Signature: _____

Printed Name: _____
(**Please Print Clearly**)

Date: _____