



Shepherd's Fortress Ministries

Kingdom Building Encouragement For Kingdom Building Pastors

Ministry Covenant

1. Shepherd's Fortress Ministries agrees to provide a speaker for the indicated date, time, and location. No additional assignments or activities shall be planned by the Sponsor nor expected of the Speaker unless approved by the Shepherd's Fortress prior to the event date.
2. The Church or Event sponsor agrees to pay travel expenses by the indicated due date (**if more than 50 miles from Brush Creek, TN**). These expenses include all applicable transportation to and from airport, airfare (travel insurance is required on airfare and rental car), lodging, transportation, parking, food, tolls/tips/misc. (A budget total for food/tips/misc. will be agreed upon in advance; the agreed amount will be sent by the indicated due date. In the event expenses are below the budget by \$50.00 or more, a refund will be mailed within 14 days of event). All final receipts will be submitted to the Church or Sponsor after the event. A proof of final payment will be emailed. Shepherd's Fortress Ministries reserves the right to cancel participation if payment is not received by the requested date.
3. Once the date(s) of your service or event have been scheduled, you will receive email confirmation containing expected travel expense amounts (if required) along with the due date for payment.
4. Shepherd's Fortress Ministries will make all travel arrangements.
5. The Sponsoring Church or Organization will prayerfully consider an honorarium or love offering in addition to travel expenses to be directed to Shepherd's Fortress Ministries.
6. In extreme circumstances, Shepherd's Fortress Ministries reserves the right to cancel due to a speaker's illness or an unforeseen emergency or overriding obligation or professional responsibility. Rescheduling and/or reimbursements will be discussed following any cancellations. However, all reasonable efforts will be made to avoid any cancellations.
7. All gifts and/or payments are to be made to Shepherd's Fortress Ministries through your online banking Bill Pay or sent by mail to: P.O. Box 104, Brush Creek, TN 38547-0104