

The Key to Effective Ministry

Information Sheet

12-15 August 2025

🔑 SCHEDULE

This year's Pastors' and Workers' Conference begins at 7 p.m. on Tuesday, 12 August. The registration line opens at 3 p.m. Our conference will end Friday afternoon by 2 p.m. In addition to the evening sessions on Tuesday, Wednesday, and Thursday, there will be morning and afternoon sessions Wednesday through Friday, 12-15 August.

Our theme, **"THE KEY TO EFFECTIVE MINISTRY"** is appropriate for all adults and teenagers, men and women from your church. On Wednesday and Thursday afternoon, there will be split sessions for senior pastors, ladies, and youth. Other afternoon classes include soul-winning training and instruction in children's ministry.

🔑 REGISTRATION

All who plan to attend this conference are expected to register between 3 p.m. and 5 p.m. on Tuesday, 12 August. The registration fee is 50 Ghana cedis again this year. The registration fee is due on Tuesday, 12 August, in the registration line. Also, **new this year is a lodging fee of 20 cedis per person** for those who wish to stay on our church property for the week. Although not required, you may pay the lodging fee and registration fee in advance; to do so, call us at 024-123-2040 for instructions.

For those who **preregister** by 31 July, the registration fee will be reduced to 40 Ghana cedis—a **10 Ghana cedi savings!** In order to preregister, you must provide the information requested on our registration form.

- If you are coming by yourself, then fill out only the top portion of the registration form.
- If you are coming with a group, then the group leader should complete the top portion of the registration form with his or her information. Then he or she should provide information about those in his or her group at the bottom section of the form. There is also more space on the back of the form for larger groups.

**Individuals
(coming alone)
fill out the top
section & the
first row.**

**Group leaders
fill out top
section for
themselves
and the
bottom/reverse
for group.**

- Those who have attended our conference in the past may find in their information packets a registration form PRE-FILLED with information from previous years. Please correct any inaccurate information, mark only those who plan to attend this year, and return this form to us. **GROUP LEADERS:** Help us clean up your list. Mark "Take off list" who is no longer a prospect for attending our conference.

Only individuals whose complete information has been received by us by 31 July are considered preregistered. To preregister by phone, please fill out the form by hand first, and then call 024-123-2040. To preregister by email, please fill out the form, and email a copy of it to opoku1988steven@gmail.com. You may also send a quality photo of the form to 024-123-2040 by WhatsApp. NOTE: *All delegates—even those who preregister—must go through the registration line on Tuesday, 12 August.*

Please turn this sheet over for information about **LODGING** and this year's **INCENTIVES**.

🔑 DRESS CODE

Sleeveless shirts and clothing with inappropriate content will not be permitted. Tight, short, or revealing clothing is not appropriate. Those lodging on our property should remain fully clothed to and from the bathing areas.

Men: All men and boys should look like gentlemen. They should not wear jewelry or effeminate clothing. Men and boys should have their hair trimmed above the collar and conservative in style. Dress trousers are to be worn for all sessions and services.

Ladies: All women and girls should look like ladies. Their style of dress should be that which is becoming to godly servants of Christ. They should refrain from masculine clothing, including trousers. The hemline of dresses and skirts should be below the knee. Clothing should not be form-fitting. No low necklines, sidelines, or backlines. No sleeveless tops.

🔑 LODGING

We will have lodging available for the first 250 out-of-town delegates who preregister by 31 July. **Everyone who plans to lodge on our property for the week must pay the 20-cedi lodging fee.** This applies even to those who come but do not register.

If you would like for us to reserve private lodging for you at your cost, please contact Bro. Stephen Opoku at 024-123-2040.

🔑 FOOD

Food vendors will set up at various locations on and around our church property, Wednesday - Friday. Each delegate is responsible to purchase his or her own meals.

🔑 INCENTIVES

1. Every individual who pays to register will receive a **themed notebook** for the conference. This notebook will contain an outline of the teaching that will be presented during the conference. Delegates will be able to easily follow along with the speakers and carry home a helpful set of notes with minimal writing required. Paid delegates will also receive an ink pen and a **conference badge** at the beginning of the conference, and a **certificate of completion** at the end of the conference.
2. Every church that brings between 3 and 9 paid delegates will receive **24 BIBLES**. Every church that brings 10 or more paid delegates will receive **48 BIBLES**.
3. Every paid delegate who brings at least one first-time paid delegate will be entered in a drawing to win **300, 200, or 100 Ghana cedis worth of merchandise from our FBCI Bookstore**.
4. Anyone who registers for our conference has the opportunity to receive a **Letter of College Credit** at the end of the conference indicating successful completion of two elective credits at *Hyles-Anderson College of West Africa*. In order to receive college credit for our conference, a delegate must
 - Register for our conference.
 - Fill out a simple Hyles-Anderson College of West Africa enrollment/attendance form.
 - Attend all morning, afternoon, and evening sessions of our conference.
 - Pass a simple test over the material taught by our speakers.