

THIS GRACE BIBLE CHURCHES

PRAECEPTORIUS

The Elders' Circle / Circle of Elders

Forms and Certificates

Thirty seven coordinated blank forms for authorized administration and permanent records.

A Pauline Dispensational Assembly

Private voluntary unincorporated religious assembly

King James Bible as final written authority

Gospel of Christ | 1 Corinthians 15:1-4 KJB

Bishop Wesley Ray

Founding Bishop and Sole Initial Member of PRAECEPTORIUS

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Edition 2026 10 03 R2

Effective upon actual authorized adoption or execution

Use of forms

Complete only after the required authority acts. Keep signed originals and supporting records. A witness or recordkeeper is not automatically a Circle member. Banking and donation forms are conditional; their presence does not initiate those activities. Use the separate formal certificates for presentation.

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Form 01

Document Adoption and Amendment Record

Identify the complete text approved and the authority actually used. A template is not an executed decision.

Instrument and edition

Prior controlling instrument and provision

Proposed change or attached text reference

Notice dates and recipients

Eligible persons quorum and actual votes

Required founder concurrence

Adoption and effective dates

Approving signatures and offices

Register entry and custodian

Record reference _____ Attachments _____

Form 02

PRAECEPTORIUS Naming and Identity Resolution

The Circle is the internal body of bishops and elders only. This resolution creates no separate legal entity.

PRAECEPTORIUS membership is restricted to expressly admitted qualified bishops and elders. Deacons are excluded by virtue of their deacon office.

Action date and authority

Association name THIS GRACE BIBLE CHURCHES

Circle names PRAECEPTORIUS The Elders Circle Circle of Elders

Approved identity wording or attachment

Initial sole member Bishop Wesley Ray

Current roster reference if additional members exist

Approving signature and date

Register reference

Record reference _____ Attachments _____

Form 03**Founding Bishop Declaration and Acceptance**

The founder accepts his unique lifetime office and initial sole Circle membership without asserting civil immunity.

I accept the office of Founding Bishop and initial sole membership in PRAECEPTORIUS. I acknowledge KJB authority, TGBC governing instruments, applicable financial controls, safeguarding duties, and applicable civil law.

Name Bishop Wesley Ray

Historical name reference if needed

Actual adoption authority and date

Initial Circle roster reference

Delegation or continuity record reference

Founder signature and date

Witness name signature and date

Permanent record reference

Record reference _____ Attachments _____

Form 04

Local Assembly Membership Application

Membership documents voluntary fellowship and does not confer salvation or Circle membership.

I request local membership voluntarily. I understand that water baptism and financial giving are not membership conditions and that membership does not appoint me to an ecclesiastical office.

Applicant name and contact

Local assembly

Profession of faith in the Gospel of Christ

Statement of Faith reviewed and reservations

Requested service or care needs

Guardian contact if applicable

Applicant signature and date

Receiving bishop or elder and date

Record reference _____ Attachments _____

Form 05

Membership Reception Transfer and Withdrawal Record

Record actual fellowship changes and share only necessary information.

Member and local assembly

Action reception transfer withdrawal or status change

Request and effective dates

Doctrinal review or supporting record

Receiving assembly if a transfer

Authorized decision and reason

Notice to member

Recorder signature and date

Record reference _____ Attachments _____

Form 06

Doctrinal Affirmation

Use the adopted Statement of Faith and record any reservation before approval.

I affirm the adopted TGBC doctrine subject to the reservations expressly identified above. This affirmation alone grants no office or membership in PRAECEPTORIUS.

Name and requested responsibility

Gospel of Christ and grace through faith affirmation

KJB authority and right division affirmation

Pauline Mystery and Body of Christ affirmation

TGBC ordinances offices and governing order affirmation

Reservations or attached examination

Signature and date

Reviewer and permanent record

Record reference _____ Attachments _____

Form 07**PRAECEPTORIUS Admission Record**

For a bishop or elder only. Record qualification and express admission separately from ordination.

A deacon is not eligible by virtue of deacon ordination. If previously a deacon, the separate bishop or elder recognition must be identified before this admission is completed.

Full name and local membership

Recognized office bishop or elder

Qualification and ordination record references

Doctrinal affirmation reference

Admission authority and actual decision

Appointment and effective dates

Duties and voting status

Appointee acceptance signature

Approving signature and roster entry

Record reference _____ Attachments _____

Form 08

Circle and Leadership Roster Entry

Maintain separate Circle and service rosters. Do not list deacons as Circle members.

Person and contact

Local assembly membership

Office and qualification record

Circle status member or not a member

Express admission reference if a member

Voting status and effective date

Assigned duties and limits

Latest review or status change

Custodian signature and date

Record reference _____ Attachments _____

Form 09

Ministerial Recognition Application

Application begins examination only.

Candidate name and contact

Local assembly and testimony of salvation

Request bishop elder deacon or prior ordination recognition

Bible study and ministry experience

Household facts relevant to applicable qualification

Prior credentials and current restrictions

Reference contacts and contact permission

Doctrinal reservations and signature

Received by and record number

Record reference _____ Attachments _____

Form 10

Bishop Elder and Deacon Examination Record

Apply bishop and elder qualifications separately from deacon qualifications. Preserve relevant evidence and unresolved issues.

Candidate and office requested

Examiners names offices and date

Applicable passages and manual provisions

Doctrine and teaching ability where required

Character marital faithfulness and household evidence

Prior proving testimony and references

Unresolved questions and candidate response

Recommendation approve defer or decline

Examiners signatures and supporting references

Record reference _____ Attachments _____

Form 11

Credential Decision and Ordination Record

Distinguish approval, actual ordination, credentials, assignment, and Circle admission.

Candidate and permanent record number

Exact office and approved action

Authority examiners and examination references

Findings result and decision date

Actual ordination date and place if completed

Assigned duties and limits

Circle admission YES or NO with separate reference

Certificate or credential numbers

Approving signatures and recorder

Record reference _____ Attachments _____

Form 12**Ordination Certificate Record**

Use the separate formal bishop or elder certificate or deacon certificate for presentation. This page records issuance.

An ordination certificate evidences the actual ecclesiastical action. A deacon certificate does not admit its recipient to PRAECEPTORIUS; bishop or elder admission also requires a separate express record.

Recipient and exact office

Actual ordination date and location

Underlying approval and permanent record

Applicable scriptural charge supplement

Certificate number and issuance date

Conditions or attached limits

Issuing officer signature and office

Recipient delivery record

Record reference _____ Attachments _____

Form 13

Ministerial Recognition and Good Standing Letter

State current recognition as of the actual issue date, subject to recorded limits.

TGBC confirms only the recognition and current status recorded above. Receiving organizations determine their own acceptance requirements. No ownership or governmental license is conferred.

Issue date and intended recipient

Minister name office and local assembly

Permanent record and credential numbers

Current status and effective date

Approved duties and limitations

Circle membership status and record if applicable

Verification contact

Authorized signature office and date

Record reference _____ Attachments _____

Form 14

Credential Status Change and Restoration Record

A status change requires an authorized decision, not merely passage of time.

Minister office and permanent record

Prior status and decision reference

Action review suspension withdrawal restoration or restriction

Notice response and fair review references

Findings and deciding authority

Effects on office credentials duties Circle and fellowship

Conditions review date and effective date

Notice issuance and register updates

Authorized signatures

Record reference _____ Attachments _____

Form 15

Local Assembly Affiliation Application

Do not issue recognition before the full agreement and relationship type are resolved.

Assembly name and meeting location

Responsible bishop or elder and contact

Actual organizing identity and consenting members

Relationship sought TGBC unit or independent affiliate

Doctrinal affirmation and reservations

Local leadership and credential references

Owner of any funds property and commitments

Authorized local signature

TGBC review and agreement reference

Record reference _____ Attachments _____

Form 16

Local Assembly Recognition Certificate Record

Recognition is evidence of an executed affiliation agreement, not incorporation or ownership transfer.

Assembly name and location

Relationship type and actual local owner

Executed agreement and approval reference

Recognized leader and qualifications

Effective recognition date

Recognition number and limitations

TGBC issuing signature and office

Local acceptance and copy delivery

Record reference _____ Attachments _____

Form 17

Assembly Leadership Change or Affiliation Closure

Address actual status, credentials, name use, property ownership, and continuing lawful commitments separately.

Assembly and agreement reference

Change proposed or withdrawal request

Notice and effective dates

Outgoing and incoming leader qualifications

Authorized decision and reason

TGBC name use and credential changes

Actual property records or return arrangements

Outstanding commitments and record custody

Approving signatures and notices

Record reference _____ Attachments _____

Form 18

Meeting Notice and Agenda

Use seven days for ordinary Circle meetings, fourteen for extraordinary meetings, or the longer controlling amendment period.

Calling authority and body

Date time location or simultaneous remote method

Ordinary extraordinary or necessary emergency meeting

Notice recipients delivery dates and waivers

Agenda and proposed text attachments

Eligible voter roster reference

Required approval and founder concurrence

Contact and caller signature

Record reference _____ Attachments _____

Form 19

Attendance Quorum and Voting Eligibility Record

A Circle roster contains bishops and elders only. A sole-member action must be stated truthfully.

Meeting or action date and subject

Body Circle or specially authorized assembly members

All eligible voter roster and number

Present identity and participation method

Conflicts suspensions and excluded voters

Quorum calculation and required threshold

Founder concurrence requirement

Recorder and chair signatures

Record reference _____ Attachments _____

Form 20

Meeting Minutes and Voting Record

Record the precise motion and actual votes; a tie fails and proxy voting is not used.

Meeting date method and authority

Notice attendance and quorum record

Motion or exact attached resolution

Deliberation and relevant information

Votes for against abstaining and recusals

Required threshold and result

Founder concurrence where required

Effective date and assigned follow up

Chair and custodian signatures

Record reference _____ Attachments _____

Form 21

Administrative Delegation and Ministry Assignment

A deacon or other administrative delegate receives no Circle seat or bishop oversight through this form.

Delegating authority and provision

Recipient name and current role

Tasks authorized and supervisor

Financial signing access and other limits

Start end and review dates

Reporting and revocation method

Policies and training required

Recipient acceptance

Approving signature and record

Record reference _____ Attachments _____

Form 22

Succession Selection Certification

Use only after the actual authorized selection. Temporary incapacity does not create a successor Founding Bishop.

Trigger death or later Overseeing Bishop vacancy

Existing Circle or emergency reconstitution reference

Candidate qualification and examinations

Notice quorum and eligible voter roster

Actual votes and required two thirds threshold

Candidate selected as Overseeing Bishop

Acceptance and effective date

Circle admission record and credential reference

Chair custodian and candidate signatures

Record reference _____ Attachments _____

Form 23**Conditional Banking and Account Authority Resolution**

Use only after separately authorizing an actual organizational account. This blank form opens no account and requests no EIN.

Actual organization and identifier if legitimately issued

Need for account and separate extraordinary approval

Institution and account type

Authorized signers and access limits

Independent transaction review arrangement

Ledger reconciliation and continuity arrangements

Effective date and authority

Approving signatures and record

Record reference _____ Attachments _____

Form 24**Contribution Acknowledgment**

Use only for an actual contribution under an authorized program; do not promise unsupported deductibility or value noncash property.

Complete the appropriate goods or services statement from actual facts. If none were provided, state that fact. If only intangible religious benefits were provided, identify that treatment accurately under current requirements.

Organization and issue date

Contributor and contribution date

Cash amount or noncash description without valuation

Accepted restriction if any

Goods or services provided and actual description

Applicable acknowledgment wording after review

Authorized issuer signature

Receipt and transaction record

Record reference _____ Attachments _____

Form 25

Cash Count and Deposit Record

For actual organizational receipts only. Keep funds distinct from personal money.

Receipt date source and purpose

Currency checks and other amounts

Total and restricted amounts

Counters names and signatures

Approved destination or temporary custody

Deposit or transfer date and reference

Discrepancies and resolution

Independent check and ledger entry

Record reference _____ Attachments _____

Form 26

Payment and Expense Reimbursement Request

Attach evidence of the actual ministry portion. The requester cannot approve his own payment alone.

Requester payee date and amount

Ministry purpose and prior authorization

Itemized expenses and receipts

Mixed personal portion excluded

Missing evidence explanation

Conflict disclosure and independent reviewer

Requester certification signature

Independent approval signature and limit

Payment method date and ledger record

Record reference _____ Attachments _____

Form 27

Budget Purchase or Contract Authorization

Identify the actual party to be bound and express signing authority before commitment.

Requester and proposed vendor

Purpose budget reference and alternatives

Amount term and ongoing commitments

Actual contract party and responsible signer

Property or employment obligations if applicable

Conflicts and independent review

Extraordinary approval reference if required

Approving signatures and limits

Execution and permanent record

Record reference _____ Attachments _____

Form 28**Conflict Disclosure and Independent Decision**

During sole-member governance, a disinterested adult may receive limited transaction-review authority without becoming a Circle member.

Interested person and role

Transaction and material relationship or benefit

Disclosure and supporting facts

Disinterested reviewer and delegation

Comparisons alternatives and mission purpose

Recusal and actual approval authority

Decision amount limits and reasons

Reviewer signature and date

Permanent record reference

Record reference _____ Attachments _____

Form 29

Benevolence Request and Decision

Assistance is discretionary, confidential, and not exchanged for giving or membership.

Applicant and contact

Need amount purpose and urgency

Other assistance and relevant support

Relationship to a decision maker

Available funds and accepted restrictions

Independent review if conflicted

Decision payee amount and method

Applicant information consent

Reviewer signature and follow up

Record reference _____ Attachments _____

Form 30

Property Inventory and Transfer Record

Affiliation and ministry custody do not prove ownership. Identify title or a separate transfer instrument.

Asset description and identification

Actual owner and ownership evidence

Acquisition or loan terms

Location custodian and condition

Proposed transfer disposal or permitted use

Authority recipient amount and restrictions

Approving signatures and date

Receipt inventory update and record

Record reference _____ Attachments _____

Form 31**Volunteer Application and Role Acceptance**

Volunteer work is separate from ordination, paid work classification, and Circle membership.

I accept the assigned duties and applicable policies. This assignment does not authorize me to bind TGBC, claim ordination, or enter PRAECEPTORIUS.

Name contact and availability

Proposed role supervisor and duties

Relevant experience and references

Required screening training and clearance

Access and spending limits

Emergency contact

Policies acknowledged and signature

Supervisor approval and review date

Record reference _____ Attachments _____

Form 32**Activity Consent and Emergency Information**

Use for a specified activity and obtain lawful guardian involvement for a minor. It is not a blanket liability waiver.

I authorize only the activity and arrangements stated above. Workers may contact emergency services and the listed contacts when necessary; this does not replace medical consent required by a provider.

Participant and guardian if applicable

Activity dates place and supervisor

Emergency contacts and authorized pickup

Relevant allergies accommodations and instructions

Transport arrangements expressly authorized

Permission scope and limits

Participant or guardian signature and date

Receiving worker and restricted record

Record reference _____ Attachments _____

Form 33**Optional Media and Testimony Permission**

Permission is optional and separate from fellowship. Specify material, channels, attribution, and limits.

I permit only the uses listed above. I may withdraw permission for future use. Controlled online material may be removed where practical; distributed print and third-party copies may be unrecoverable.

Person and guardian if applicable

Material image recording or testimony

Permitted uses channels and purposes

Name attribution or anonymity choice

Duration and limits

Contact for withdrawal of future permission

Consent signature and date

Authorized receiver

Record reference _____ Attachments _____

Form 34

Prayer Care and Meeting Request

Record the sharing choice before circulation. Do not place sensitive details in public channels.

Name and preferred contact

Request and meeting preference

Urgency and practical needs

Sharing private designated leaders or public

Exact details approved for sharing

Consent and follow up preferences

Assigned care worker

Follow up date and restricted reference

Record reference _____ Attachments _____

Form 35

Incident and Safeguarding Report

Immediate danger requires emergency action. Internal notice does not replace applicable civil reporting duties.

Date time location and reporter

Persons involved and witnesses

Observed facts or exact words of disclosure

Immediate protective action

Civil authority report agency date and reference

Internal contacts and notification dates

Evidence preserved and restricted location

Reporter signature and follow up authority

Safety restrictions and review reference

Record reference _____ Attachments _____

Form 36

Ecclesiastical Concern and Discipline Review

Use fair evidence and disinterested review. A good-faith question or unproved report is not automatically misconduct.

Reporter and issue

Affected person or assembly

Specific doctrine conduct dates and evidence

Immediate safety and reporting needs

Authority and conflict review

Notice response and examination record

Findings and authorized result

Separate effects on credentials Circle duties and fellowship

Review restoration terms and signatures

Record reference _____ Attachments _____

Form 37

Records Access Revision and Destruction Log

Do not destroy permanent records or records subject to a legal or safeguarding hold.

Record class and date range

Requested access correction transfer or destruction

Authority and retention requirement

Confidentiality and hold review

Approving person and signature

Method date and responsible person

Permanent originals or backups retained

Custodian certification and log reference

Record reference _____ Attachments _____