

## Questions and Answers

### **1. What needs to be remembered when starting the evangelistic series in a public hall?**

Ensure that you have a signed contract that includes the dates of the meetings. Make sure that the hall has sufficient chairs, the lighting is adequate, and the sound system is functioning correctly. You can download *Guidelines for Securing a Public Hall* from the Empowered Church website.

### **2. What can be done to help ensure the brochures are delivered on the desired date?**

Assign someone to contact the postal stations from where the brochures will be distributed, kindly letting them know of a coming mass mailing. Make friends with the supervisors and let them know of the requested delivery date. Make a return visit three days before the brochures will be distributed as a friendly reminder.

### **3. What is the purpose of the organizational meeting?**

The organizational meeting is to finalize seminar responsibilities and to provide the needed resources and training for those involved in the meetings.

### **4. Who needs to attend the organizational meeting?**

All members should be invited to attend, especially those who are helping with the seminar. Encourage the elders, deacons, greeters, registrars, child care, etc. to attend, rather than just the heads of each department. Organizational meeting agendas can be downloaded from the Empowered Church website.

### **5. What should the church elders be doing each evening before the meeting begins?**

The elders need to be out in the crowd, shaking hands, learning names, and making friends with the guests. They are to ensure that no guest is left standing or sitting alone before the meeting begins.

### **6. What is the work of the row hosts?**

The row hosts are to befriend those sitting in their rows, distribute response cards, and meet any needs that might arise during the meetings. Row hosts are to learn the first names of the guest sitting in their rows and try to make them feel comfortable. They are to let the pastor or evangelist know if anyone in their rows has missed a meeting or has any questions.

### **7. Where can the church obtain pre-registration cards?**

Pre-registration cards are available from Color Press at [www.adventistevangelism.com](http://www.adventistevangelism.com) or by phone at 800-222-2145. They should be filled out by the contacts about two weeks before the start of the evangelistic series. Seats in the first few rows should be reserved until about 5 to 10 minutes before the start of the first evangelistic meeting for those who have filled out a reserved seating ticket.