

**AGREEMENT IN FAITH**  
**BETWEEN**  
**WORD AMONG US PRODUCTIONS**  
**AND**  
**CHURCHES BECOMING WORD AMONG US Hosts**  
**FOR THE SHORT COURSES**

---



The following is a Christian Covenant (Agreement in Faith) between:

*Word Among Us Productions* and  
*Host Sites for Word Among Us.*

In this agreement the following terms are used:

*Lutheran Church Charities* = LCC  
*Word Among Us* = WAU

**WAU will provide the following for each Host Site:**

1. **Online registration.** All Participants in your short course must register or be registered online for the courses. If they do not have internet access then the Host will register the student
2. **Free Registration for the site facilitator and all who are taking the course.** At the end of the short course, LCC asks each class to take a class offering to support LCC and our costs for the materials. This enables us to continue to offer and produce more materials.
3. **Advertising material.** WAU will supply a reasonable amount of Registration Forms, Bulletin Inserts, and Posters with site information. WAU will also supply sample community announcement ads for local papers.
4. **Facilitator training on the use of the WAU internet site and basic hosting responsibilities.** This will be done via telephone and printed material.
5. **WAU will mail the course DVD's to you in advance with a Credit Card Deposit that is only processed if the materials are not returned.** All DVD's remain the property of Lutheran Church Charities.
6. **Login and password for each registered WAU student.** These are to be used only by that student; any violation could result in the student being denied access to WAU's internet materials.
7. **Internet Discussion Board for all facilitators to post questions or additional materials that they find helpful.**
8. **Internet access to each week's handouts and Streaming Video and Audio of the weekly DVD.**
9. **LCC and WAU will advertise each host site and solicit registrations through the internet.** The host will be made aware of all who register online.
10. **LCC staff will be available to consult with each host site to help guarantee a successful and rewarding WAU class.**
11. **WAU will enable facilitators to send e-mails and post announcements to the members of their group.** It will also provide facilitators with information about persons who wish to participate in their host site.
12. **WAU's staff members commit themselves to pray daily for each host site.**

**As a Host Site for Word Among Us I agree to the following:**

1. **Provide an appropriate facility to host the registered students of WAU**—a facility with adequate seating in an environment appropriate for adult students.
2. **Provide refreshments when appropriate.**
3. **Abide by the WAU class code:**
  - a. Any non-church persons attending the course will not be contacted to join a host church or put on any church mailing lists unless THEY initiate the contact and unless THEY ask to be contacted or to receive additional information about the host church. It is acceptable to have information about a host church available for people to pick up if they choose, as long as it is not handed out, or as long as any person is not singled out to be given that information.
  - b. Any person who is a member of another Christian Church (other than the host church) may not join the host church while attending a WAU class. WAU does not want to be seen as a ministry attempting

(continued)

## AGREEMENT IN FAITH, CONTINUED

to “steal” people from their home church. (WAU seeks to build up the Body of Christ so that students can more actively and meaningfully serve the parish in which they hold membership--provided it is a Christian church. After they have completed the course, people are free to make whatever decision they choose regarding membership.)

4. **Advertise the WAU site and class times in the host church and surrounding community, using the WAU free advertising materials.** Any additional PR materials that a church develops must be approved by WAU to guarantee consistency and alignment with WAU’s vision for ministry.
5. **The WAU weekly class DVD’s are, and will remain, the property of WAU.** They must not be duplicated. After your course is over all DVD’s must be returned to LCC or you risk losing your deposit. ***WAU reserves the right to charge the host site up to one hundred dollars (\$100.00) for any DVD that is not returned to LCC.*** The WAU class Audio and Video materials will be made available on the internet (posted weekly) and then archived. Each student will have internet access to view any class missed.
6. **Class handouts are for the exclusive use of registered WAU students.** No additional copies may be made without the written approval of WAU.
7. **Provide a facilitator(s) for each class.** The facilitator’s responsibilities:
  - a. Must have e-mail and internet access to serve as a liaison between WAU and the class.
  - b. Ensure that all students are registered through WAU.
  - c. Open and/or close (preferably both) each study session with prayer.
8. **Take up a free will offering at the end of the course to continue and further the ministry of LCC and Word Among Us.**
9. **Facilitate discussions and questions among the students, and moderate any posted questions or discussions within their respective group.** Facilitators may consult with the WAU staff for assistance.

WAU reserves the right to discontinue working in partnership with any Host Site that does not abide by this covenant. This course of action will be implemented only after due consultation with the site facilitator and pastor.

Host Site: \_\_\_\_\_

Host Site Facilitator: \_\_\_\_\_ Date: \_\_\_\_\_

Pastor of Host Site: \_\_\_\_\_ Date: \_\_\_\_\_

LCC and WAU President: \_\_\_\_\_ Date: \_\_\_\_\_

**This agreement is for the duration of 12 months from the latest above signing date.**