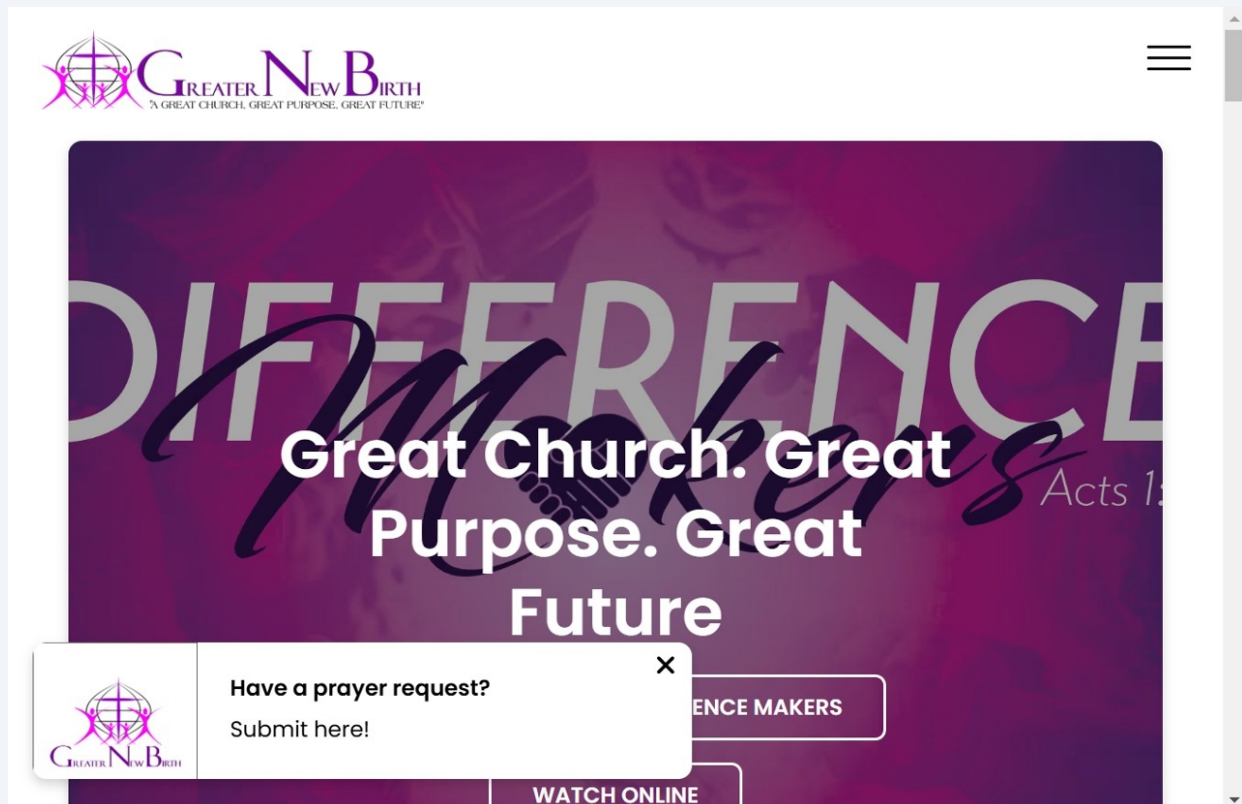


How To Submit An Online Registration Request Form

1 Navigate to <https://www.greaternewbirthchurch.org/>



2

Click here.



Have a prayer request?

Submit here!

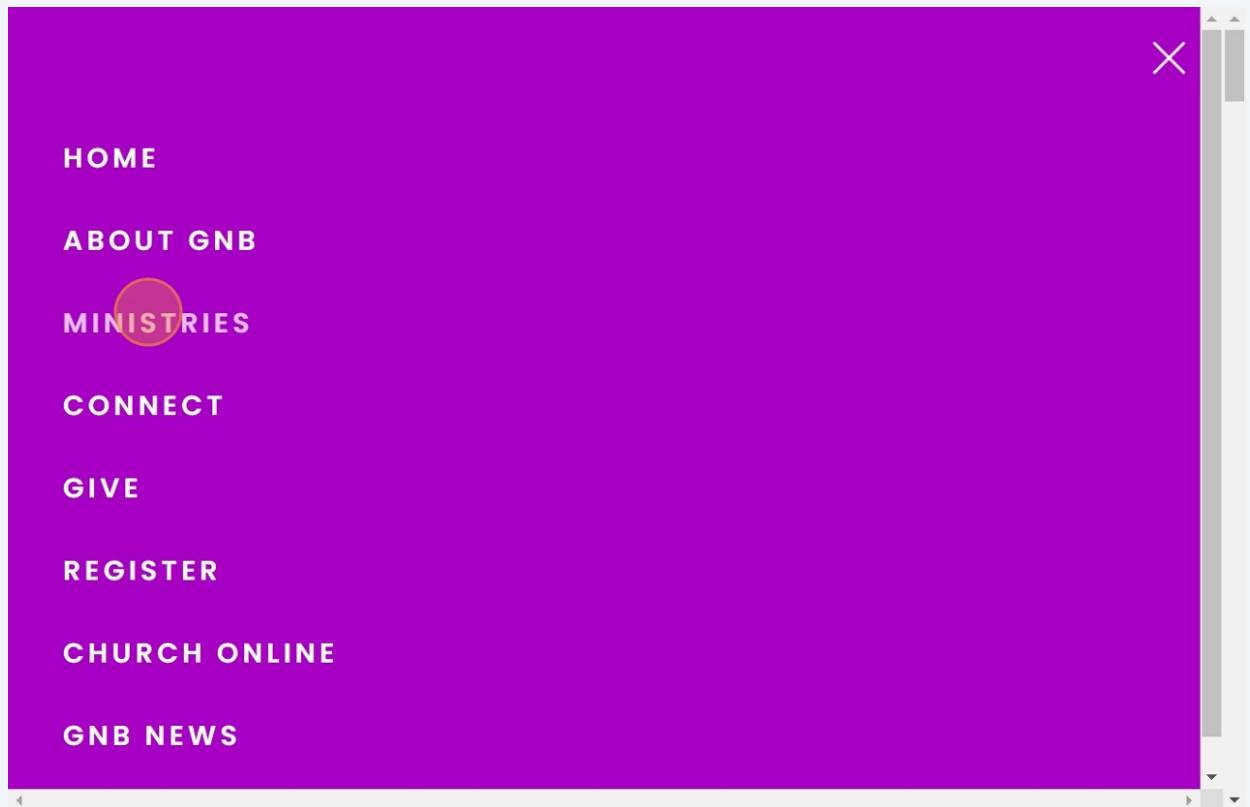


ENCE MAKERS

WATCH ONLINE

3

Click "Ministries"



4

Click "Ministry Forms"



5

Click "Online Registration Request"

AUDIO/VISUAL PROJECT QUESTIONNAIRE

FACILITY AND SETUP REQUEST FORM

FOOD SERVICE

INCIDENT REPORT

ONLINE REGISTRATION REQUEST

PAYMENT REQUEST

POST EVENT FORM

PURCHASE REQUISITION FORM

PRINT REQUEST

REPORTS

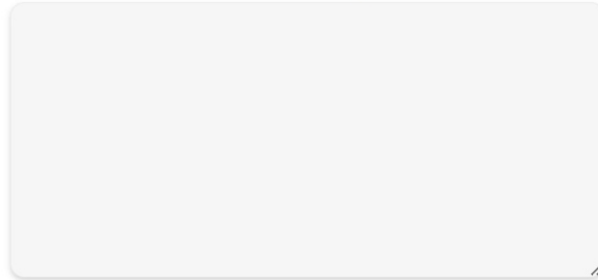
6

Be sure to include Ministry Pastor's, COD's, and Coordinator's email addresses, separated by commas in the "Email Recipient(s) field.

*Please Submit This Form At Least 8 WEEKS Prior To The
Event Date*

Fields marked with an * are required

Email Recipient(s) Please be sure to include Ministry
Pastor, COD, Coordinator for approval. *



Please select your Greater New Birth Location

Select

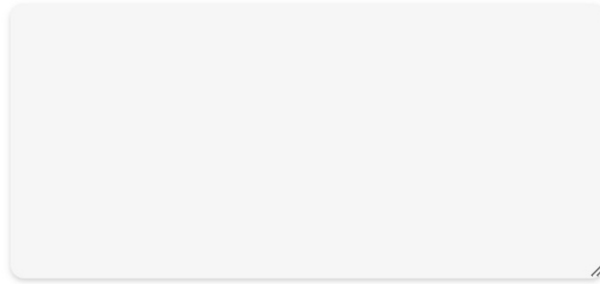


Today's Date *

7

Select the GNB location.

... select, edit, or delete the approval



Please select your Greater New Birth Location

Select



Today's Date *

Select

Milwaukee (WI)

Racine/Kenosha (WI)

Phoenix (AZ)

8 Enter the date in the "Today's Date *" field.

Enter the date in the "Today's Date *" field.

Please select your Greater New Birth Location

Select

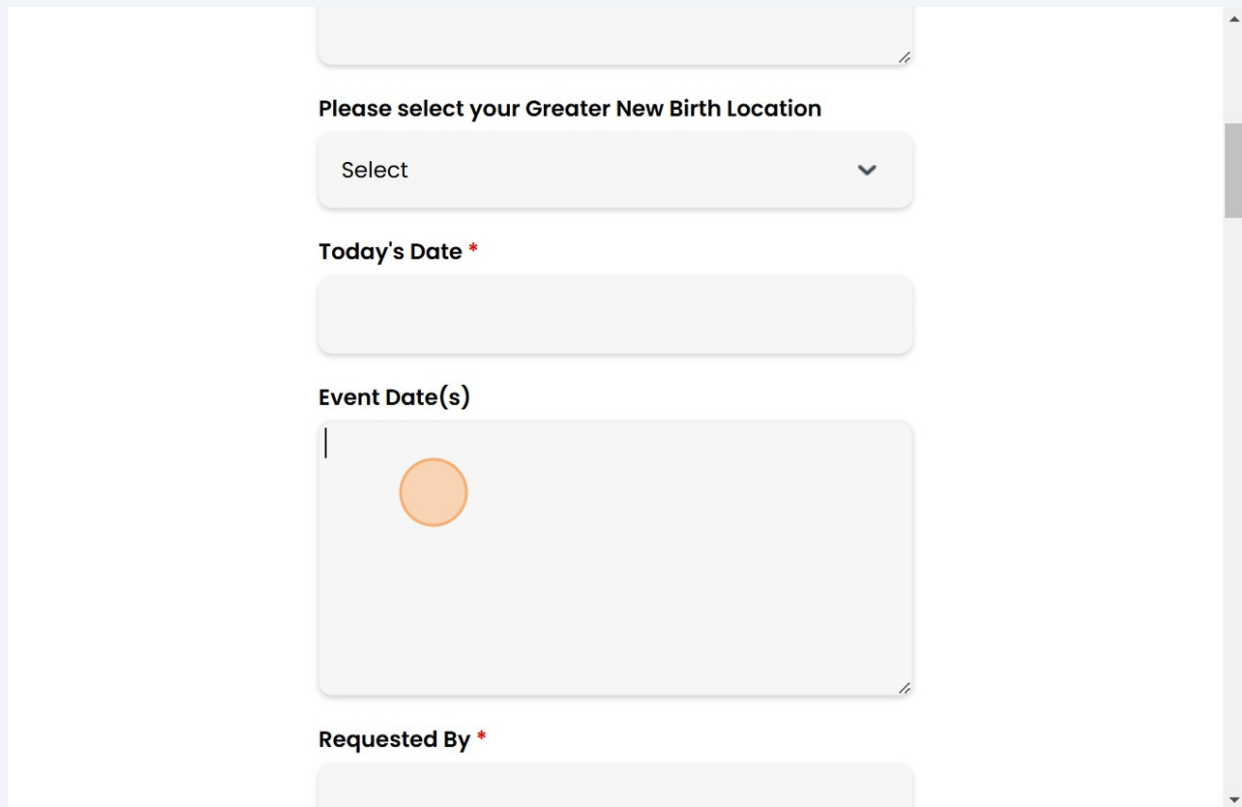
Today's Date *

|

Event Date(s)

9

Enter the event date in the "Event Date(s)" field.



The screenshot shows a form with several input fields. At the top, there is a text input field. Below it is a label "Please select your Greater New Birth Location" followed by a dropdown menu with the text "Select" and a downward arrow. Next is a label "Today's Date *" followed by a text input field. Below that is a label "Event Date(s)" followed by a larger text input field containing a single orange circle. At the bottom is a label "Requested By *" followed by a text input field. The form is set against a light blue background with a vertical scrollbar on the right.

10 Enter your name in the "Requested By *" field.

The screenshot shows a form with a vertical scroll bar on the right. The form contains the following elements from top to bottom:

- An empty text input field.
- A label "Event Date(s)" followed by a large, empty text area.
- A label "Requested By *" with an orange circle highlighting the text.
- An empty text input field.
- A label "Email *" followed by an empty text input field.
- A label "Contact Number *" followed by an empty text input field.

11 Enter your email in the "Email *" field.

The screenshot shows a form with the following fields from top to bottom:

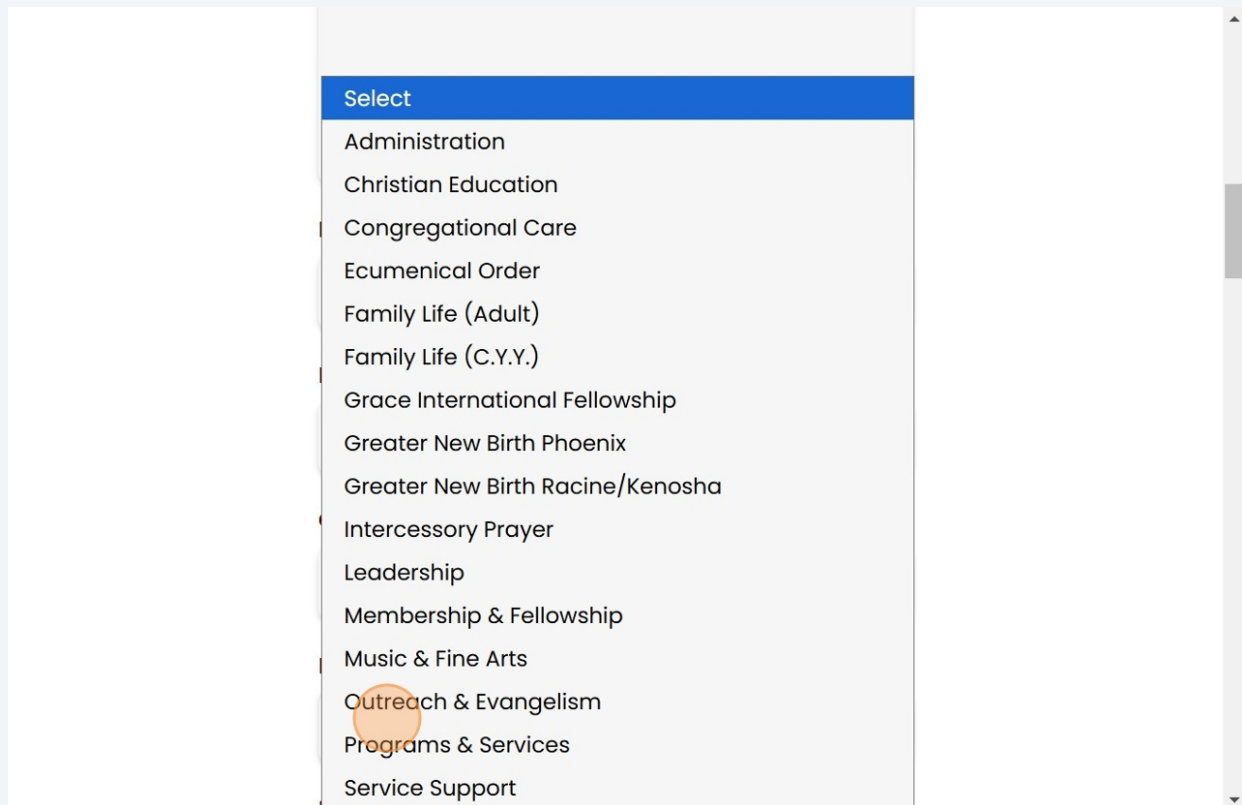
- A large, empty text input field.
- A label "Requested By *" followed by an empty text input field.
- A label "Email *" followed by an empty text input field. This field is highlighted with an orange circle.
- A label "Contact Number *" followed by an empty text input field.
- A label "Ministry Group *" followed by a dropdown menu showing "Select" and a downward arrow.
- A label "Event Title *" followed by an empty text input field.

12 Enter your phone number in the "Contact Number *" field.

The image shows a web form with the following fields:

- Requested By ***: A text input field.
- Email ***: A text input field.
- Contact Number ***: A text input field, highlighted with an orange circle.
- Ministry Group ***: A dropdown menu with the text "Select" and a downward arrow.
- Event Title ***: A text input field, partially visible at the bottom.

13 Select the ministry from the dropdown.



A screenshot of a web form with a dropdown menu open. The dropdown menu is positioned over a white rectangular input field. The menu has a blue header with the word "Select" in white. Below the header, a list of ministry options is displayed in black text. An orange circle highlights the "Outreach & Evangelism" option. To the right of the dropdown menu, a vertical scrollbar is visible, indicating that the list of options is longer than what is currently shown.

Select
Administration
Christian Education
Congregational Care
Ecumenical Order
Family Life (Adult)
Family Life (C.Y.Y.)
Grace International Fellowship
Greater New Birth Phoenix
Greater New Birth Racine/Kenosha
Intercessory Prayer
Leadership
Membership & Fellowship
Music & Fine Arts
Outreach & Evangelism
Programs & Services
Service Support

14

Enter the date of the event in the "Event Title *" field.


Email *

Contact Number *

Ministry Group *

 ▼

Event Title *

Event Description

15

Provide the event details in the "Event Description" field.

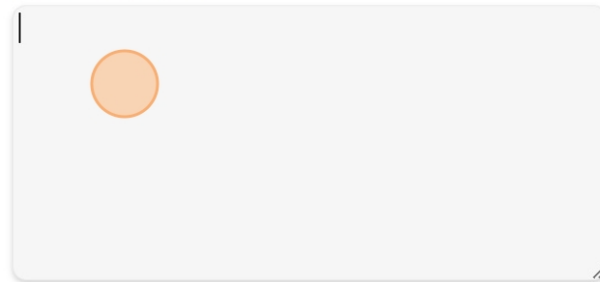
Ministry Group *

Select

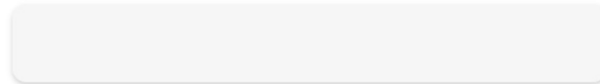


Event Title *

Event Description



Event Start Time



16 Enter the time the event starts in the "Event Start Time" field.

The image shows a form with the following fields:

- Event Description**: A large text area with a light gray background and a small double-slash icon in the bottom right corner.
- Event Start Time**: A text input field with a light gray background. An orange circle highlights the first character position, which contains a vertical line.
- Event End Time**: A text input field with a light gray background.
- Event Location/Address ***: A text input field with a light gray background.
- City**: A text input field with a light gray background.

A vertical scrollbar is visible on the right side of the form container.

17

Enter the time the event ends in the "Event End Time" field.

Event Description

Event Start Time

Event End Time

Event Location/Address *

City

18

Enter the address of the event in the "Event Location/Address *" field.

Event Description

Event Start Time

Event End Time

Event Location/Address *

City

19 Enter the city of the event in the "City" field.

City

State

Select ▼

Zip Code

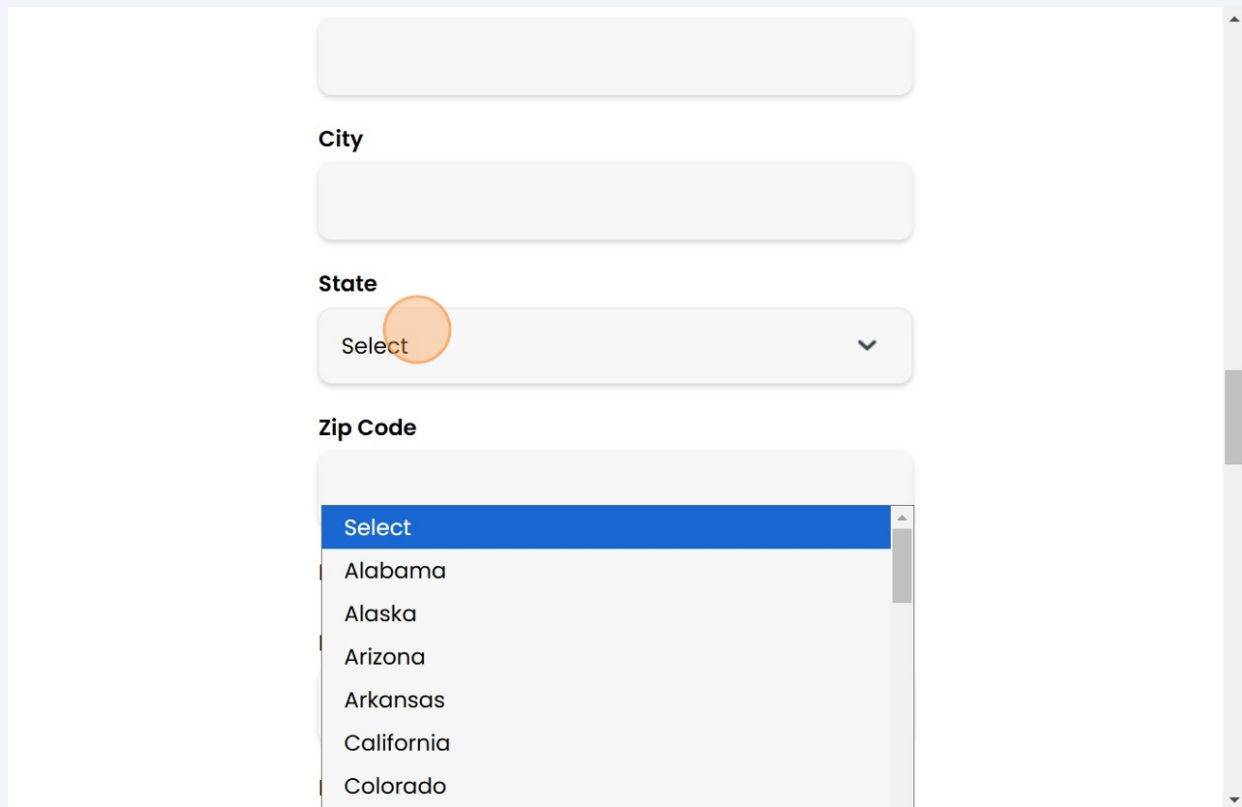
Is there a cost for attending the event? ☐ Yes ☐ No

Event Cost

For paid events, would you like your event featured

20

Select the state of the event from the dropdown.



The image shows a form with three input fields. The first field is empty. The second field is labeled "City" and is empty. The third field is labeled "State" and is a dropdown menu. The dropdown menu is open, showing a list of US states. The "Select" option is highlighted in blue. The list of states includes Alabama, Alaska, Arizona, Arkansas, California, and Colorado. The "Zip Code" label is positioned below the "State" dropdown.

City

State

Select

Zip Code

Select

Alabama

Alaska

Arizona

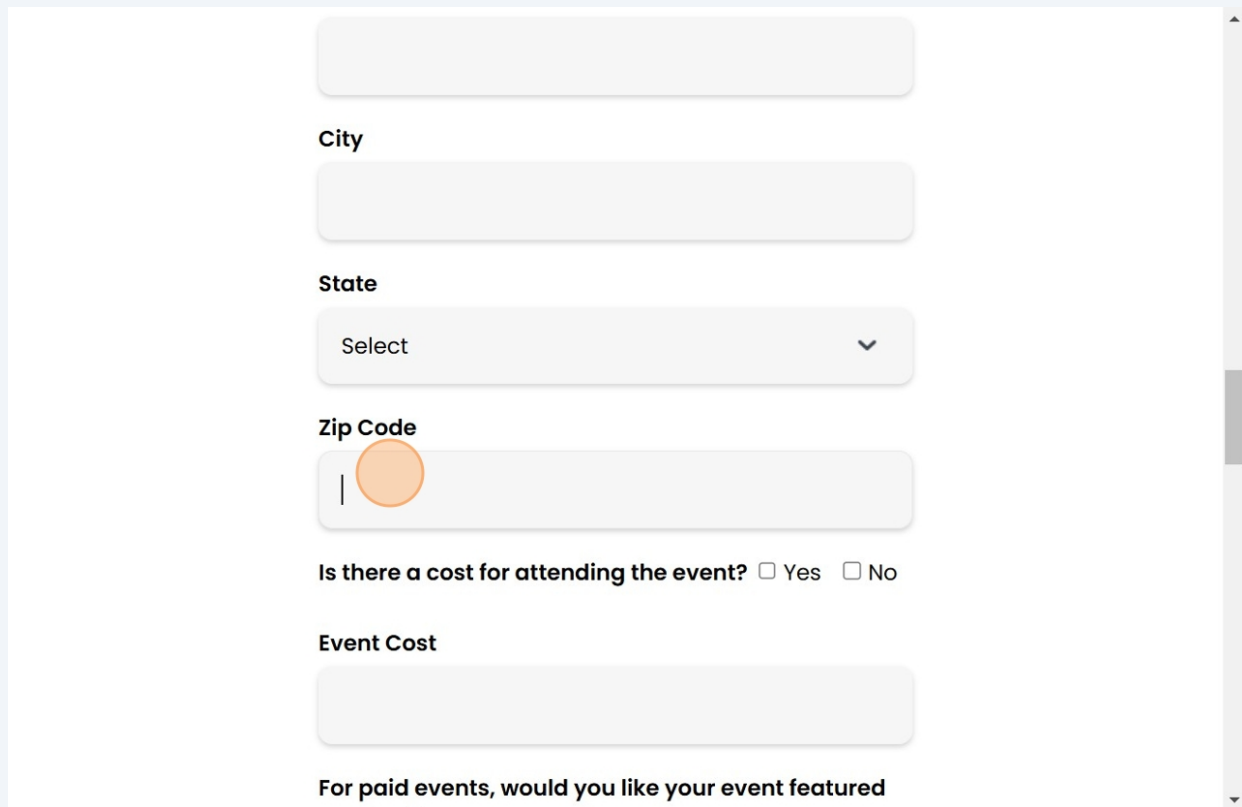
Arkansas

California

Colorado

21


Enter the zip code of the event in the "Zip Code" field.



The screenshot shows a form with several input fields. The 'Zip Code' field is highlighted with an orange circle. The form includes a text input for an address, a text input for 'City', a dropdown menu for 'State', a text input for 'Zip Code', a checkbox question about event cost, a text input for 'Event Cost', and a text input for a featured event question.

City

State

Select 

Zip Code

Is there a cost for attending the event? ☐ Yes ☐ No

Event Cost

For paid events, would you like your event featured

22

Select an answer to the question "Is there a cost for attending the event?"

State

Select



Zip Code

Is there a cost for attending the event? ☐ Yes ☐ No

Event Cost

For paid events, would you like your event featured on Givelify?

☐ Yes ☐ No ☐ N/A

Will this event have Sponsors? ☐ Yes ☐ No ☐ N/A

What is the maximum number of attendees for the event?

23

Enter the cost of the event in the "Event Cost" field.

State

Select



Zip Code

Is there a cost for attending the event? ☐ Yes ☐ No

Event Cost



For paid events, would you like your event featured on Givelify?

☐ Yes ☐ No ☐ N/A

Will this event have Sponsors? ☐ Yes ☐ No ☐ N/A

What is the maximum number of attendees for the event?

24

Select an answer to the question "For paid events, would you like your event featured on Givelify?"

Is there a cost for attending the event? ☐ Yes ☐ No

Event Cost

For paid events, would you like your event featured on Givelify?

☐ Yes ☐ No ☐ N/A

Will this event have Sponsors? ☐ Yes ☐ No ☐ N/A

What is the maximum number of attendees for the event?

Please list any special requests to include in the form (examples: meal selections, request for food allergies, shirt sizes, youth names, etc.)

25

Select an answer to the question "Will this event have Sponsors?"

Is there a cost for attending the event? ☐ Yes ☐ No

Event Cost

For paid events, would you like your event featured on Givelify?

☐ Yes ☐ No ☐ N/A

Will this event have Sponsors? ☐ Yes ☐ No ☐ N/A

What is the maximum number of attendees for the event?

Please list any special requests to include in the form (examples: meal selections, request for food allergies, shirt sizes, youth names, etc.)

26

Enter the maximum number of guest in the "What is the maximum number of attendees for the event?" field

Is there a cost for attending the event? ☐ Yes ☐ No

Event Cost

For paid events, would you like your event featured on Givelify?

☐ Yes ☐ No ☐ N/A

Will this event have Sponsors? ☐ Yes ☐ No ☐ N/A

What is the maximum number of attendees for the event?

Please list any special requests to include in the form (examples: meal selections, request for food allergies, shirt sizes, youth names, etc.)

27

Include any special request in the "Please list any special requests to include in the form (examples: meal selections, request for food allergies, shirt sizes, youth names, etc.)" field

on Givelify?

☐ Yes ☐ No ☐ N/A

Will this event have Sponsors? ☐ Yes ☐ No ☐ N/A

What is the maximum number of attendees for the event?

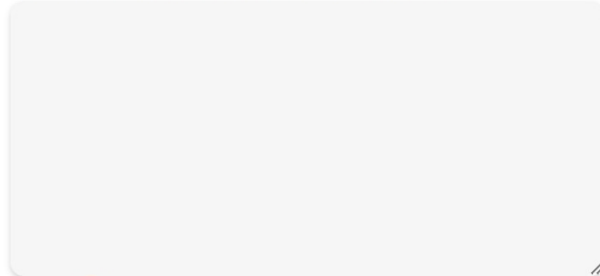
Please list any special requests to include in the form (examples: meal selections, request for food allergies, shirt sizes, youth names, etc.)

Would you like a Registration QR Code for the event?

28

Select an answer to the question "Would you like a Registration QR Code for the event?"

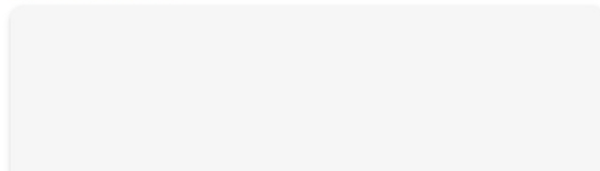
Please list any special requests to include in the form
(examples: meal selections, request for food
allergies, shirt sizes, youth names, etc.)



Would you like a Registration QR Code for the event?

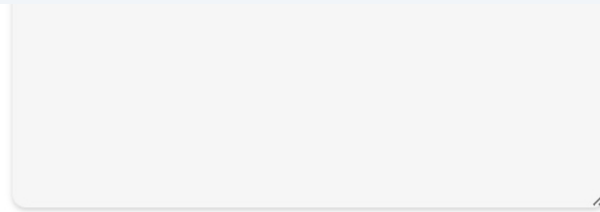
☐ Yes ☐ No

Please provide Email Recipient(s) for registration
confirmations: *



29

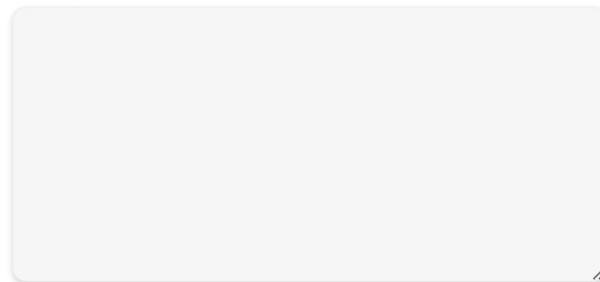
Please enter the email addresses for registration confirmation in the "Please provide Email Recipient(s) for registration confirmations: *" field



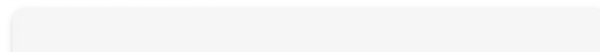
Would you like a Registration QR Code for the event?

☐ Yes ☐ No

Please provide Email Recipient(s) for registration confirmations: *



COD/Coordinator *

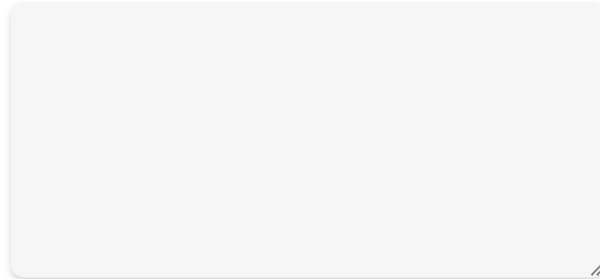


30

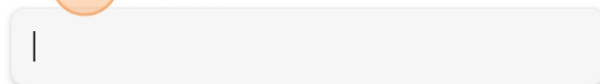
Enter the COD/Coordinator in the "COD/Coordinator *" field

☐ Yes ☐ No

Please provide Email Recipient(s) for registration confirmations: *



COD/Coordinator *



Has your COD approved this request?

☐ Yes

☐ No

Has your Pastor approved this request? *

☐ Yes

31

Select an answer to "Has your COD approved this request?"

COD/Coordinator *

Has your COD approved this request?

☐ Yes

☐ No

Has your Pastor approved this request? *

☐ Yes

☐ No



I'm not a robot



reCAPTCHA
Privacy - Terms

Send Message

32

Select an answer to "Has your Pastor approved this request? *"

COD/Coordinator *

Has your COD approved this request?

☐ Yes

☐ No

Has your Pastor approved this request? *

☐ Yes

☐ No



I'm not a robot

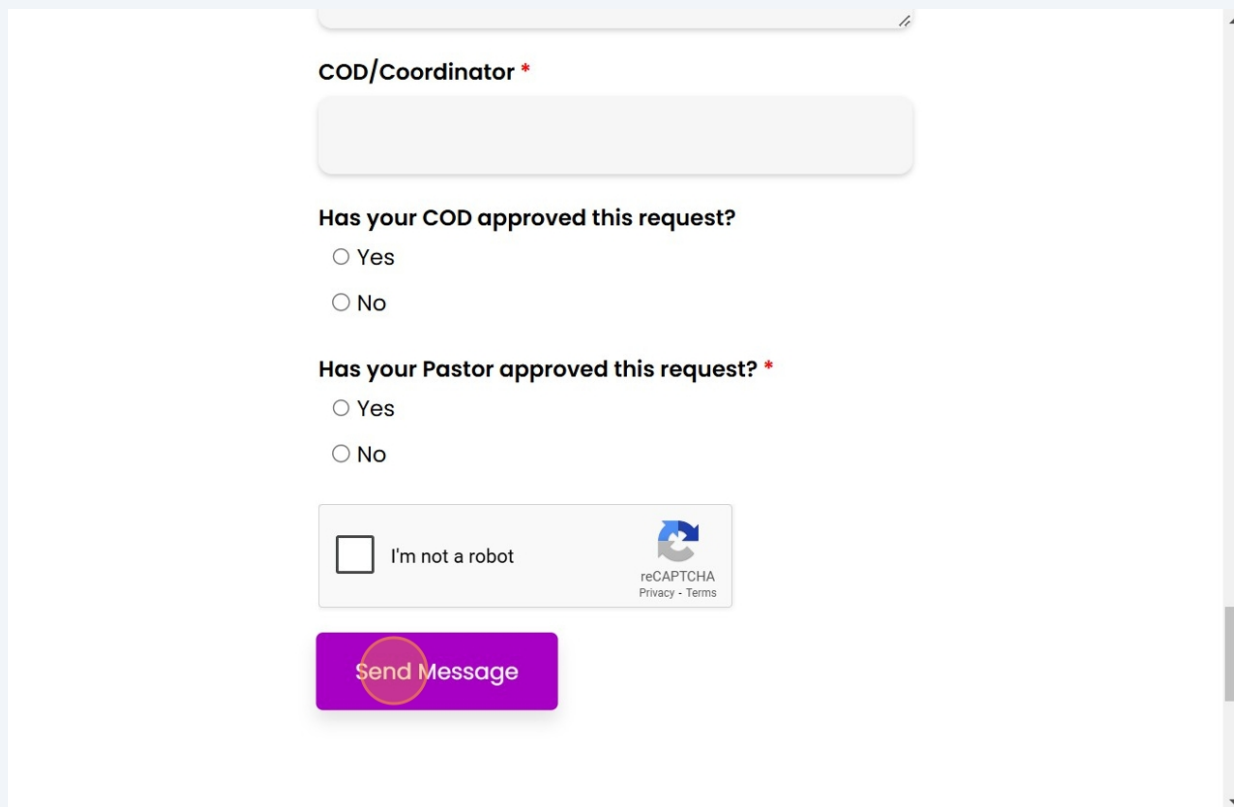


reCAPTCHA
Privacy - Terms

Send Message

33

Confirm you are not a robot and select "Send Message"



The screenshot shows a web form with the following elements:

- A text input field labeled **COD/Coordinator ***.
- Two radio button options: **Has your COD approved this request?** with options **Yes** and **No**.
- Two radio button options: **Has your Pastor approved this request? *** with options **Yes** and **No**.
- A checkbox labeled **I'm not a robot** next to a reCAPTCHA logo and the text **reCAPTCHA Privacy - Terms**.
- A purple button labeled **Send Message**.