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## STAFF STIPEND FORM

Name \_\_\_\_\_ P00 \_\_\_\_\_

SS# \_\_\_\_\_

Trip: \_\_\_\_\_ Year \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_-\_\_\_\_\_

Email \_\_\_\_\_

I \_\_\_\_\_ would like to receive a stipend for the amount I raised over and above the cost of my trip with Royal Servants for the summer of \_\_\_\_\_.

I understand that 12% will be taken out for administrative costs. I also understand that if the amount is more than \$600 I will receive a 1099 from Reign Ministries at the conclusion of the tax year and that I must claim this on my taxes.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please mail this form to:

Reign Ministries  
Attn: Finance Department  
5401 W Broadway Ave  
Minneapolis, MN 55428

or

Email to:

accountingagent@reignministries.org

Questions? Call 763-535-9555

Note: We will send your check to the above address. Forms may be submitted before the trip, however checks will not be sent until travel is complete. Processing may take 10-15 business days. All forms must be received by **August 31 st.**

**STAFF STIPEND FORM**  
Due by August 31st (same year of travel)