

Instructions for Completing the Template

This template is designed to be flexible so that each person using it can gather and record the data that is necessary to his cause. Please feel free to adapt it to your use and contact us if there are ways that we might improve its ability to help you.

1. From the "Downloads" button download the blank document in Word or PDF format as desired.
2. Enter the location and date for which the data is gathered.
3. Using the "Links" button access the desired contact.
4. When the contact is found, copy and paste the needed information onto the template.
5. Repeat steps 3 and 4 for additional contacts.

If a simpler method is desired the blank form may be downloaded, printed and completed by hand.

The "Links" buttons could be used as a quick access to any contact on an as needed basis without the template and this site is accessible in a mobile version for your smart devices.

When the template is completed, copy and distribute as desired. That may be by photocopy, electronic transmission or other means as you choose. It also could be published in newsletters, bulletin boards, etc. The greater the distribution the more likely it will be used and Godly influence exerted into daily life.