



SEVENTH-DAY  
ADVENTIST  
CHURCH

Mountain View Conference

*SERVICE REQUEST*

Please fill out ALL necessary information, and return to the Secretariat's Office.  
For requests within NAD allow one month for processing and outside NAD, three months.

1400 Liberty Street  
Parkersburg, WV 26101  
Telephone: (304) 422-4581  
Fax: (304) 422-4582

Date:

Name / Address / Email  
of person being requested:

Requesting Organization  
Conference/Union/Division

Institution Person Affiliated  
Conference/Union/Division

Date(s) Requested:

Purpose:

Expenses covered by:

Requesting Pastor's Name (please print)

Requesting Pastor's Signature

\_\_\_\_\_

FOR OFFICE USE ONLY:

Approved

Denied

\_\_\_\_\_  
Mike Hewitt, MVC President

\_\_\_\_\_  
Date

Approved

Denied

\_\_\_\_\_  
Victor Zill, Executive Secretary

\_\_\_\_\_  
Date

Approved

Denied

\_\_\_\_\_  
Approving Conference

\_\_\_\_\_  
Date

*Please advise of the approval/denial of this request, by faxing a copy to 304-422-4582. Thank you.*