



# **American Mission Teams Evangelistic Organization**

## **International College of Bible Theology**

### **Kings Word Academy**

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## **MEMO**

To: Members, School Sites, Ministries and Partners

From: Home Office AMT – Dr. Verda Thompson

Our website has been recently updated. We want to include information about you, your church, ministry, and/or school on this website.

We want to highlight conferences, meetings and missions in our quarterly newsletters. Also, we want to be sure you are included in our Anniversary Book that we have started, and will be completed/published sometime in 2016.

To help with these endeavors, we would like the following information from you:

- Name
- Address
- Email
- Website
- Phone Numbers
- A paragraph or two about your church, ministry, school
- 2 or 3 pictures; these need to be formatted as jpg (jpeg) and no larger than 2x3

For school sites, we would like some additional information:

- Teaching Site name and address
- Program Information
- List of Pastors, leaders and teachers
- Administrator(s) names(s)
- Contact information

It is important to have correct, complete and accurate information. You can send all information to:

- Email: [amtictbt@gmail.com](mailto:amtictbt@gmail.com)
- Mail: P.O. Box 6228, Oxnard CA 93031