

## kids c.a.r.e. Mission Box Remittance Process

1. For groups, set an “**offering date**” **deadline** so that all offerings are sent in together. All offerings for this year’s project are due to Central Office **no later than May 25, 2017**. Any offerings received after May 25 will go to the following year’s project.
2. Coins and bills must be turned into check form before sending. **Please make checks payable to LWMS.**
3. Please include a note with your remittance providing the following information:

**Name:** Ann Offering

**Phone:** 123-555-6789

**E-mail:** [lucylutheran@lwms.org](mailto:lucylutheran@lwms.org)

**Offering for:** kids c.a.r.e. – Family Ministry Project

**Collected by:** (Sunday school, LES, LGP, individuals, grandchildren, etc.)

**Anecdotes:** Please send us a few lines of additional comments about how you promoted the project, how the children raised their offerings, or other information.

4. **Send offering and remittance note to:**  
**Offerings due May 25, 2017**  
LWMS Central Office  
11200 W. Greenfield Ave.  
West Allis, WI 53214-2240  
Phone: 414-321-6212
5. Remember to pray for this important mission of the church. We thank God for your willingness to support the work of saving souls through your prayers and offerings.
6. **Additional individual offering boxes** may be purchased for the cost of postage from the LWMS Central Office. **OR**, if you have enough offering boxes from previous projects, consider printing **project stickers only** that can be placed over old project names. Actual cost of shipping will be sent via invoice when the order is shipped.