

## Speaker Book Approval Process Simplified!

In an effort to streamline our book approval process and provide the best service to our groups and speakers, Stonecroft Ministries has adjusted this procedure to allow for quicker approval while maintaining our commitment to quality materials being offered at the group level.

The following guidelines clarify how to proceed:

1. A designated volunteer leader may approve a speaker book. Speaker informs Regional Speaker Trainer and/or Regional leadership of their desire to sell book at outreach event.
2. The designated volunteer leader within region (identified by speaker ministry/regional leadership) will receive a copy of the book from the speaker. Speaker is responsible for mailing a copy of the book to the Stonecroft volunteer.
3. The designated volunteer will fill out the Stonecroft book approval form and follow approval guidelines located on Leaders On Line at Stonecroft.
4. Once book is read and approved, a copy of the Approval form is given to the speaker for future reference and a copy of form and speaker book are sent into the home office.
5. In cases where the key Stonecroft leader determines that a Speaker Book is not appropriate they will either:
  1. Notify the Speaker that this book will not be offered.
  2. Notify Home Office to send a letter to the speaker that states book is not approved

As with any items sold at an Outreach Event or Training, the speaker or vendor should give a 10% of sales royalty to Stonecroft Ministries