

## **Assimilation Process Lake Pointe Church**

### Guest fills out guest card

- Gift sent to the first time guest (Rapid Response)
- Receives a Welcome Packet
- Receives a “Thank you for visiting” email

### Checks to speak to someone about membership or salvation

- At least three phone calls are made in attempt to speak with the person
- “Oops letter” mailed if they have not been reached or said they would come by the Hospitality Center and did not make it after two weeks

### Come to the Hospitality Center

- Talk with a Hospitality Center counselor
- Membership application filled out and/or schedule baptism

### Membership process begins

- Membership packet mailed
- Information on new members sent to small group leader and coordinator
- Follow-up for New Member Workshop registration
- Attends New Member Workshop

### Membership Follow-up

- Follow-up with any not yet baptized
- Send out referrals to ministry area leaders (chosen by the new member)
- Send Missions e-mail
- Quarterly emails sent

### Baptism process

- Joined the church by baptism or profession of faith
- Reminder letter sent out the week of baptism scheduled.
- If date is not set, they are added to baptism tracking form
- After several calls/ attempts to schedule baptism, an “oops letter” is mailed