

## CHECK LIST

Please check these points as they are completed.  
You do not need to return this form with your application.

- Complete the **Missionary Biographical Information Form (MBIF)**. All sections are required to complete the MBIF.
- Download the Letter of Recommendation forms, fill out the shaded portion, and send them to three references. Include with each of these a stamped envelope addressed to Great Cities Missions (see address below). You can also email the forms to your references.
- Please download, print and sign the Formal Application and Work Agreement, the Consent and Authorization Form, and the Consent to Background Check Form.
- Print a Questionnaire for Children of Applications and a Child Evaluation Letter for each child, and mail the completed forms with the above paperwork.
- Mail in academic transcripts for all formal study beyond high school, or have institutions mail transcripts directly.

### **Mailing Address:**

Great Cities Missions  
3939 Belt Line Rd. Suite 705  
Addison, Texas 75001

Questions? Call (800) 524- 8437 or (214) 466-6200  
or email [info@greatcities.org](mailto:info@greatcities.org)