

Candle Burning Report for the Local Unit

District _____

City _____ Church _____

Amount of Money Given _____

Amount of Time Candle Burns _____

Remember to **Send this form to your District E & I Coordinator by August 1.**

As a local unit you can collect money in a number of ways from having a Mother's Day/Father's Day Service, Special Offering, Veterans Day, Remembrance Day, to Birthday Celebrations. The method is up to you.

To calculate the time candle burns: The amount of money it takes to fund our mission projects is \$24.44 per minute. If you divide your total amount by 24.44 it will give you the number of minutes your candle will burn.

Example: Your amount of money is \$100.00 \$100.00 divided by 24.44 equals 4.1 minutes. You can round up that figure to the next minute if you want.

The local unit then sends this form to the District E & I Coordinator. **The actual money is sent to the district treasurer with your local treasurers report.** She will credit your unit.

The District Coordinator will not send out cards. It is up to the local unit how they want to acknowledge the giving. Some units send out individual cards, but others put the name in their Sunday Bulletins.