

OVERSEAS CHURCH PLANTING CHECKLIST



The following tables have been prepared as a free download and a guide to common issues in setting up a Church or Ministry in an overseas Country. They include tables on
Legal - Taxation – Employment – Property – and Business / Banking

Global Church Solutions are advisors to a large number of Churches and have been involved in establishing, restructuring, re-engineering and advising Christian organizations in Japan, Malaysia, Singapore, Indonesia, Vietnam, Thailand, United States, New Zealand and Australia, where we are based.

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1	LEGAL	Reason / Examples	Information Source
1.0	What legal structures are available in the country of Church Plant? 1. Company 2. Not profit legislation 3. Trusts 4. Un-incorporated	To identify the best legal option for minimizing risk and maximizing efficiency.	Solicitors / Accountants. • KPMG, Delloites and top 8 firms have books on some countries Australian and Foreign Country Embassy's Trade Missions Web search Businessman who trade in country Known Denominations Other Large Churches & Mission Organisations Foreign country Tax Office
1.1	Are there rules for foreign owned or governed organizations?	To identify any limitations on foreign ownership.	As above. <u>Care must be exercised</u> , as some Church and mission organizations have not done due diligence and operate outside the law.
1.2	Are there rules for foreign Board members?	To identify any limitations on Board representation.	As above
1.3	Do any Religious laws apply?	To identify any limitations on operations.	Known Denominations Other Large Churches & Mission Organisations Police Department and City Government officials
1.4	What tax law or exemptions apply?	To see what the Church is liable for	Solicitors / Accountants. • KPMG, Delloites and top 8 firms have books on some countries Known Denominations Other Large Churches Foreign Country Tax Office
1.5	Does the Country have a master registry of Charities?		

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3	EMPLOYMENT	Reason	Information Source
3.1	What process is needed to employ someone?		
3.2	What documentation is required?		
3.3	Do you have to register as an employer?		
3.4	What employment taxes and insurances are required? 1. Employee Tax (PAYG) 2. Workers Compensation 3. Health insurance 4. Superannuation / Pension 5. Non residents Taxes		
3.5	Are there special exemptions or deferrals for employment insurances and taxes?		
3.6	When are various dates that taxes payable to Tax offices?		
3.7	What visa's apply for non-nationals?		Australian and foreign embassy. Immigration agencies
3.8	Do you need documents other than a visa?	e.g. Japan requires a foreigners card for many other things	
3.9	What security provisions are needed for working with children	Many nations now require evidence of a Police clearance to either hold leadership or to work with children	

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5	BUSINESS AND BANKING		Information Source
5.1	Can a not for profit set up its own bank account?	Some countries do not allow immediate registration for a NPO account.	
5.2	Does the account need to be attached to an individual person. If so can that person be a foreigner?	E.g. Japan and Malaysia both require the account be in the name of an individual, until certain criteria are met.	
5.3	Can foreigners be signatories/	May need proof of identity as a local national	
5.4	What procedure is needed to establish an account where a foreigner is involved	Some require evidence of residency (e.g power bills) or special documents (e.g Japan Gaijun card)	
5.5	What type pf facilities do they allow <ul style="list-style-type: none"> • Cheque accounts • Saving & term deposits • Internet banking • Credit card banking service • Non branch deposits? 	Not known in some places Check what is available Some cultures do not use Credit cards etc	
5.6	Can you have credit cards attached to the account?	Some will not allow credit (e.g Japan)	
5.7	Are there restrictions on payments to overseas?	Important as nations have exchange controls, e.g. African	
5.8	ATM's – are there hours of operation and can you use mutlibank sites?	Some countires for security and other reasons do not allow ATM's to operate beyond 10pm (e.g. japan)	

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