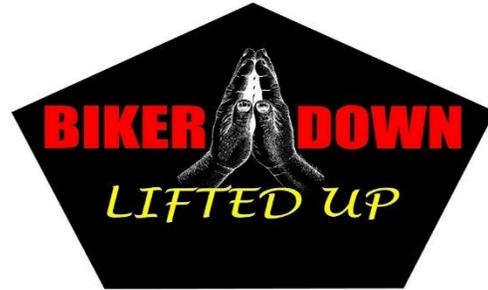


New Chapter Introduction

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Introduction and Vision

The logo above is the trademark of BikerDown Lifted Up (BDLU). You may use this logo with your state and location to identify your ministry. We will modify this Logo with your state name or BikerDown URL when you are approved as a newly formed chapter in accordance with our Bylaws.

The first Chapter of BDLU and current headquarters was established in Western North Carolina. Due to the large numbers of riders from all over the US that enjoy the twisty mountain curves, great scenery, and of course, The Dragon many bikers were ending up in the local trauma center of Asheville and they needed help. Our ministry was born out of that need and the Lord's calling to serve those who have motorcycle accidents - **exclusively**. We thought in the beginning that we would only serve Western North Carolina, but God's will has shown us that He wanted it bigger than that.

We are not in competition with any riding organization or group that works similarly. The Lord knows that there are more accidents and victims than there are ministers to serve. As a non-profit organization, our goals are simple and true. We minister and serve who the Lord brings to us, and we do that within the means He provides. He gets the glory! It is in His name we serve, not for ourselves, or to lift up our banner, but to lift up His banner and the people who need prayer. We expect if you use this logo, your group will feel and operate the same way. Our desire is to make disciples of our Lord, Jesus Christ; to witness about Him, what He has done for us, and to pray for the victims and families of accident victims wherever we meet them. If that



is not your ministry intent, please find another downed biker organization and join them. We gladly will serve alongside you.

Chapter Requirements, Advice, and Application

A. EIN Application (Required)

Apply with the IRS. Go to <http://www.ein-gov.us/> Read the instructions, enroll your organization as an “other non-profit organization.” There is a nominal fee. This is a mandatory process, so you can get checking account which you need to use for all transactions within your organization. Also, we suggest you get a PO Box. Recruit a person who can manage funds and a checking account. Reporting is also a mandatory requirement to BikerDown LiftedUp WNC BOD Treasurer. Whoever is initially paying the bills, you will be able to claim your expenses as a donated deduction on your Income Taxes – here is your proof. Be sure to track everything while you are serving in this ministry capacity. Food, mileage, expenses, and love gifts that come out of your pocket. Later account for all expenditures from the treasury.

B. Website URL purchase

Recruit a member who knows website creation or is willing to learn with a true desire to serve this ministry. Go on-line and purchase a URL with your state or location that has been approved by BDLU Executive Board of Directors (BOD). i.e. BikerDownLiftedUpKA.org, BikerDownLiftedUpOK.org, BikerDownLiftedUpSC.org. There are other BikerDown organizations. We are BikerDown LiftedUp, please do not confuse this ministry with others. If you need assistance securing a URL, ask. Use this URL on your business cards, banners, brochures Website, and stationery.

C. Hospital Coordination

Get to know your local hospitals, rehab centers, doctors, and nurses. Ask for names of chaplains approved in those locations. Ask if they have classes for you to become trained in their procedures and rules. Get to know the gate keepers, and leave them business cards. Tell them they don't need to contact you when they know of a motorcycle accident, but to give one of your cards for the victim's families to contact you. Become an ordained minister.

D. Fund Raising

Get ready to speak. Go to local clubs, churches, motorcycle shops, community service organizations. Tell them the story. Ask them that when they have an event



to invite you to speak or set up a table with your banner, cards, brochures. Check local events where you can set up without paying a fee. If they ask for a fee, tell them you are a non-profit service organization. Otherwise, you will need to claim it as an expense. You might consider getting a tent, table, chairs, etc. when you go out to these events.

E. Love Gifting

This is one of the hardest things we have encountered in this ministry. Our original intent was to help in some way. We had people with a myriad of needs, rent, bills, child care, food, gas, tow charges, wrecked bikes, the list is as varied as the individuals. We didn't have the funds in the beginning to do much. Our belief was the best thing we could do is coordinate with groups that might do a specific fundraiser for their friend. A bar would do a poker run, another group would help to build a wheelchair ramp, a church would throw a spaghetti dinner. We'd help when we could. The money we raised became a standard to take some of the pain away for food, gas, or lodging for visitors. We began with \$50 – we grew to \$150 today. We give them a gift card, a Visa card where they could use it anywhere for anything. That seemed to work. Later, we felt pressured to give \$150 to anyone that had been in an accident. We realized that was not our intent of this ministry and we didn't want to feel like we were buying the attention of those we were visiting. Now, we visit, we pray, we listen, and if we see a need we provide as we can. Mistakes have been made, you'll figure it out. Keep a log of people's names and dates if gifts were made. God's will is done.

F. Local Area Affiliations

More lessons learned. Tread carefully. Try to make sure whoever you join with or whoever supports you has your interest in mind – not theirs. No strings, no expectations, no rules, like we'll give you this money and support you if you don't do this or you do that. Remember the purpose of this ministry. God will provide, we are not in it for the money – even if we give all of it to the victims we serve – be a good steward. Keep your integrity and character as a ministry organization. Don't get sucked into a group that will tarnish your witness. Beyond that – let people know what you do and how you do it. You can be a witness to the community as well as families and bikers. Go to pastor associations and get on their agenda to speak.

G. Ministry Licensure

Get one if you can. If you can't, recruit someone who has one. A certified card



carrying minister can hardly be denied access, unless the family strictly forbids visitors to include clergy. It is also important to work closely with institution Chaplains.

H. Meetings

Find a place in a location that is central to your volunteers. Find a place you won't get tired of eating at once a month and stick to the same place, same time, same day every month and meet for no more than an hour and a half. Our best advice. Let everyone know and remind them. Get your restaurant to support you as you support them.

I. Advertising

If you can get newspaper space for free – do it. Get some attention for the service you provide to your community. That's a good thing. Events, bike blessings, business cards, flyers, brochures, hats, t-shirts – get the name of BikerDown Lifted Up out there. Website, FaceBook – make your presence known. People will call you if they know who you are and what you do. Phone number – 1 800 hotline? Try to give them something or someone to contact. Google will allow you to make a free website with your URL and they will provide email addresses and a phone number that you can have forwarded to anyone. Look in to it.

J. Confidentiality (Required)

One of the most important things you need to keep. Keep everything confidential about a victim until you get a verbal release from them or a close family member. If you post to your website, email contacts, or Facebook, get your facts straight and get permission to post. Do not rush it and do not guess or make up what you think might have happened. Information is good, sometimes less is better. Consider lawsuits between the victim and another motorist, or family who shouldn't get bad news via Facebook. Check your spelling, grammar, and data. Be sensitive to the family and the victim. Don't embarrass anyone and please, please, don't announce someone is dead until you see it in the newspaper or the family says it is so. Sometimes families will hold the news of a family member until those traveling get there or after the body has been harvested as an organ donor. Be patient – pray and let God.



K. Reporting (Required)

Your chapter will consist of a voting board of directors. Five people, paid up membership, minimum. Chair, Co-Chair, Secretary, Treasurer, and one other board member, Chaplain, Sgt. At Arms, etc. Your secretary will take meeting notes, and your treasurer will report donations and expenditures. You must have a bank account. Each year in September, the Treasurer and Chair will report the total annual donations received and the total annual expenditures and gifts. This report need not be detailed. A detailed accounting must be available for inspection if required, but the annual report to BikerDownLiftedUp headquarters in Western North Carolina needs only the totals.

Conclusion

We have nothing to brag about, but our God we serve. We don't know all the answers and we are all learning as we go. If you join with us in this ministry and have something you can share from what you have learned, let us know. We all want to serve God to the best of our ability. I pray you are blessed as much in your service as we have been in ours. Amen.

REQUIRED APPLICATION

The following application and fee must be sent via mail or email to BDLUWNC and filled out completely before this Board of Directors will consider endorsing a request for chapter membership. **Application Fee is \$175.**

Upon receipt and approval of the completed application and fee, BDLU will provide the new chapter with initial seed money to help with administration costs and a BDLU banner for fundraising events. We will also publish the names and contact information of the chapter members on our website for contact information in your area. If the chapter is not approved the application fee will be returned. Our address is:

BikerDownLiftedUp.org

PO Box 5101

Asheville, NC 28813



Application for Chapter Membership to BikerDown LiftedUp

Proposed Chapter Name (to be approved)

EIN # _____ Date of EIN _____

Board of Director Members

Board Title	Name	Phone #	Email Address

We accept BDLU bylaws as written. Changes requested to be attached and are subject to approval of the WNC BOD.

Signatures of Proposed Board Members:

