



# INVOICE

**All Fields Are Required!**

**Mail your check or money order to:**

National Baptist Convention, USA, Inc.  
Finance Department  
c/o Ministry Opportunities Advertising  
1700 Baptist World Center Drive  
Nashville, TN 37207  
Phone: (866) 531-3054

**Date:**

**Customer Name & Address:**

**Email Address:**

**Phone Number:**

**Contact Person:**

Description of Services or Expense	# Hrs/ Units	\$ Billing/ Rate	\$ Current Billing	\$ Paid	\$ Balance Due
Ministry Opportunity Announcement on www.nationalbaptist.com	1	\$149.00	\$149.00	\$0.00	\$149.00

**NOTE:**

Ministry opportunities will be published for 6 months  
Resumes/Letters of Interest will be published for 12 mos.

**TOTAL AMOUNT DUE:**

**\$149.00**

Please note: **Your ministry opportunity advertisement must be sent by email to: [webmanager@nationalbaptist.com](mailto:webmanager@nationalbaptist.com).** Following receipt and verification of your payment, your announcement will be published online, and you will receive a notice by email when this occurs. If you would like to have your ministry opportunity removed before 6 or 12 months have elapsed, you must contact us to request early removal, regardless of the application due date in your job announcement. If you have any questions about this procedure, contact Denise at (678) 202-4826 or by email at: [webmanager@nationalbaptist.com](mailto:webmanager@nationalbaptist.com).