



# RAMIRO PEÑA MINISTRIES

Lift Your Vision Higher

4777 Lake Shore Dr., Waco, TX 76710

[office@ramiropena.org](mailto:office@ramiropena.org)

fax: 254.754.5770 office:254.754.1202

## Ministry Request Form

Pastor Peña is honored that you are considering him to speak at your event. The following information will help facilitate a smooth and productive experience together.

It is a primary goal of Ramiro Peña Ministries to help build the Kingdom of God in the most fruitful way possible. We are providing the following guidelines for requests we are most likely to accept. Please read this request carefully before filling out the ministry request form. We ask anyone requesting ministry to fill out the request form.

### Ministry Team

Pastor Peña typically travels with his wife and / or an assistant. We ask that the hosting organization cover the cost of their airfare (if required) and hotel.

Because we are exhorted by Scripture to “know those who labor among you,” we do like to know, and feel that we can work well with, other invited speakers and ministries

We give the highest priority to invitations from those with whom we have developed a relationship or who are strongly recommended from someone we know and respect.

We view devotion to prayer by the inviting group, with a commitment to prayer covering before, during, and after our ministry, as essential for lasting impact in their community or the Body of Christ.

Because we do not want to plant seeds that will not be watered, we will give the highest priority to meetings where there is a good plan for following up after our ministry.

### Travel

We require payment of our team’s travel expenses. Our office will book all air travel for the team and will submit the reimbursement request at the time of booking. Pastor Peña and his wife will fly business class. The assistant, if travelling, will fly coach. If the event is cancelled after airfare has been procured, the hosting organization will be required to cover any change or cancellation penalties incurred.

Because Pastor Peña prefers to be in his home church on Sundays, he is most likely to accept invitations that allow him to travel home by Saturday afternoon.

Because Pastor Peña’s ministry requires him to spend large amounts of time alone with the Lord and he often gets called to minister to officials in Washington DC on short notice,



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he is far more likely to take meetings that enable him to fly in and out on the same day, or in the shortest time possible.

Therefore, if you are requesting his ministry for more than one day, please schedule his ministry in the evening on one day and in the morning on the next day, etc. For engagements that require him to stay longer, he will most likely need to remain in his hotel room to study, pray, or work when he is not speaking.

Please guard his privacy during this time.

- Please do not allow his room number to become public knowledge.
- Please have all calls to Pastor Peña's room blocked except for those from his family, office, and the leaders of the conference or meeting.

We require that the host reserve and cover lodging. We request comfortable, peaceful accommodations for our team members in a motel/hotel with a clean, family environment. We appreciate when the hotel has a restaurant available. We request non-smoking rooms, preferably as far away as possible from any bar, club, or other source of noise. Pastor Peña prefers a room with a king-size bed and bottled water.

## Content & Copyright

Please note that use or duplication of Pastor Peña's content beyond the days of the event is prohibited unless prior written authorization has been obtained. Please let us know if the event will be live streamed so we can encourage our tribe to connect. Unless written restrictions are provided, it is understood that our team may use the recording of Pastor Peña's session(s) for promotion or future product development. We ask that a quality copy of any audio or video recording created from Pastor Peña's presentation to be sent to Ramiro Peña Ministries.

## Honorarium

An honorarium for a single appearance is typically \$5000 with subsequent presentations being \$2500. We believe that all ministry is a partnership of faith between our team members and the hosting group. Therefore, if the honorarium presents a significant burden to the organization please communicate this to Executive Pastor Carol Scott at least 30 days prior to the event.

## Next Steps

Please fill out the attached form and send it to [office@ramiropena.org](mailto:office@ramiropena.org). If Pastor Peña is available to speak at your event we will forward a speaker contract to you.



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## Ministry Request Form

Please type or legibly print the following information as completely as possible, using a separate sheet if necessary. Email completed form to [office@ramiropena.org](mailto:office@ramiropena.org)

### HOST INFORMATION

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Name of Inviting Church/Ministry

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Address City St Zip Country

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Contact Person Email Address Phone Number

### EVENT INFORMATION

Type of Meetings:

Other Confirmed leaders/speakers:

When do you expect Pastor Peña to minister? List all dates and times:

English or  Spanish

How many people do you expect to attend?

Where will these meetings be held? (Venue Name and Address)

### YOUR VISION

Please explain your vision for the meeting and Pastor Peña's role?

Please Describe your Intercessory plan?

Do you have follow-up plans in place?  Yes  No