



Program Notification Form – v07-2024

Upcoming Program Details for attention of the

Kairos Support Office, Excellence Initiative (EI) State Administrator and State Council AKT Coordinators

Regional Committees please complete this form and email:

1. Kairos Support Office (KSO) at operations@kairos.org.au
2. Your State Council and EI State Administrator (**SA** – excellencesa@kairos.org.au ; or **QLD** – excellenceqld@kairos.org.au ; or **NSW** excellencensw@kairos.org.au) when the relevant decisions are made/changed.
3. AKT Coordinators – **KI** - aktki@kairos.org.au ; **KO** - aktko@kairos.org.au
4. KSO will send the current EI Form to the person nominated below to complete.
5. If the EI Observer is not known, then the EI form is to be sent to the Leader of KI Program or RC Chair of KO Region.

*** Note: This form can be sent in stages as the information and roles are filled.
As the form is updated, please email it to KSO at operations@kairos.org.au**

Kairos Support Office (KSO) will post the information:

1. on KPMA and KPMI Website; **Only** when the Program or Weekend is posted on the KPMI website and AKT status confirmed will the copy of Ezra be released to the Region via the KSO.
2. on USA-Agape-Website;
3. Create the Prayer Vigil for your program; and
4. Update KSO records

Program			Region Name	Program Number	Year	Month / Dates
KI	KO	KT				
Location			Commencement date of Team Formation (dd/mm/yy)			
Times (optional)		Start		End		
RC Chair's name			Email (Kairos email only)		Mobile	
Leader's Name			Email (Kairos email only)		Mobile	
Date Leader Ratified by State Council						
Nominated Person to complete EI form			Email		Mobile	
Name Music Coordinator			Email		Mobile	
Name Agape Coordinator			Email		Mobile	
Name Prayer Vigil Coordinator			Email		Mobile	
Prayer Vigil		Start time		End time		

EZRA: Team leaders order EZRA via the Kairos Support Office. Email operations@kairos.org.au or call 02 9987 2016.

Note:

This is an editable/fillable PDF form. Download the form to your computer and open in a PDF Reader (eg Adobe Reader), answer questions, save to your computer then email to: operations@kairos.org.au