

### Family Federation for World Peace and Unification EUROPE & MIDDLE EAST

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43 Lancaster Gate, London W2 3NA, UK +1-914-3739671 / michaelbalcomb@ffwpu-eu.org

Dear Brothers and Sisters,

Many greetings from the Europe and Middle East Office.

The evaluation process to register at CheonBo has been finalized. With this memo we would like to introduce to you the guidelines how to apply and register as Heavenly Tribal Messiah Victors.

There are four documents which needs to be filled out and submitted electronically to <u>htm@ffwpu-eu.org</u>

Any questions related to the registration process can be forwarded to the same e-mail address.

### 1. Application Form for CheonBo Won Evaluation

The CheonBo candidate couple needs to fill out the first page of the application form on a personal computer. For the instructions to insert the picture of husband and wife and signature image, please refer to the CheonBo evaluation manual attached [Appendix 1: How to Create a Signature Image]. The reference number will be filled in by the European Office Page two needs to be filled in by the local church leader, national and regional evaluation committee.

### 2. Certificate of Confirmation for the Completion of the Ancestor Blessing

The CheonBo candidate couple needs to log into the HJ Heaven and Earth CheonBo Training Center website <u>https://kr.hjcbt.org</u> and download the certificate for having completed their ancestor Blessing of 430 generations. Registration at the website is needed to download the certificate. The attached CheonBo evaluation manual explains how to do that.

### 3. Certificate of Confirmation for the Completion of the Tribal Blessing

The CheonBo candidate couple needs to request from their national or regional leader to sign the certificate to confirm that the Tribal Blessing of 430 couples is completed.

### 4. 'Certificate of Confirmation for the Blessing Donation Offering'

The Heavenly Tradition requires a donation from every couple receiving the Blessing. The original international standard is \$2000 per couple but as a special grace the HTM standard is \$20 (1%). We encourage all HTM victors in our region to follow the standard of \$20. But in case the financial situation of the CheonBo candidate couple is exceedingly difficult a reduced pro-rata for poorer nations is possible. See document 5 attached.

The CheonBo candidate couple may donate on behalf of their tribe and it can be done over a period of three years. But the first instalment needs to be paid at the time of the registration. The CheonBo candidate couple can decide about the amount of the first instalment.

### Donations can be made to:

Account Holder: FFWPU-Europe, Nassauerstr. 14, 65795 Hattersheim, Germany Bank: Frankfurter Sparkasse, Alt-Sossenheim 25, 65936 Frankfurt am Main, Germany IBAN: DE97 5005 0201 0200 6918 80 BIC: HELADEF1822

Purpose: HTM Blessing Donation

Or by PayPal to <u>htm@ffwpu-eu.org</u>

The 'Certificate of Confirmation for the Blessing Donation Offering' will be signed by the Regional Chair after the Blessing Donation Offering or its first instalment has been paid.

The registration process for all CheonBo candidate couples in our region should be finalized by mid-July.

Yours sincerely,

David & Patricia Earle Directors HTM Academy Europe

Dr. Michael & Fumiko Balcomb, Chair Heavenly Parent's Holy Community of FFWPU Europe and the Middle East



HOME Outline Applicant <u>Church Evaluation</u> <u>Administrat</u> <u>Signature</u>							
<u>Leader</u> <u>Committee</u> <u>ion</u> <u>Image</u>	HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>

# Content

- 1. Outline of CheonBo Evaluation
- 2. Guide for Applicants
- 3. Guide for Church Leaders
- 4. Guide for Evaluation Committee
- 5. Appendix
  - 1) How to create a signature image.

HOME	<u>Outline</u>	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>





A person who fulfilled the Purpose of Creation

- A person who fulfilled the Three Great Blessings
- A person who attained the divine-spirit stage, accomplished Four Great Realms of Heart and Three Great Kingships
- Filial child, patriot, saint, divine son or daughter
- A person who loves Heaven, loves humanity and loves his or her nation



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# Evaluation Schedule

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# Preparation of Application Form

 CheonBo Candidate Couples will fill in the first page of the Application Form on a personal computer.

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- For the instructions to insert (1)Picture of husband and wife ②③ Signature image, please refer to the CheonBo Evaluation Manual [Appendix 1 How to Create a Signature Image].
- For the Reference Number, Regional Evaluation Committee will fill in



**Regional Evaluation** Committee will fill in Reference Number.



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- ① Click [Essential] button
- ② Click [My Ancestor Liberation and Blessing Record] button.



HOME	Outline	<u>Applicant</u>	Church Leader	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>	
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Click the button [Send my record by email.]



\*English version of website is under development.

HOME Outline Applicant Church Leader	EvaluationAdministratSignatureCommitteeionImage
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- Click [OK] button in the confirm message.
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\*English version of website is under development.



 Request the [Certificate of Confirmation for the Completion of the Tribal Blessing ] to the person in charge of your regional evaluation through your church leader





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# Preparation of Application Form

 Church Leader of CheonBo Candidate Couples will fill in the second page of Application Form for [Church Leader's Recommendation]

### Fill in [Church Leader's Recommendation]



#### **Application Form for CheonBo Won Evaluation**

[Applied	To]				
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- For confirming the basic life of faith such as attending the Sunday service and offering tithing, refer to the standards of a 'regular member' in your regional group.
- 2 For the instruction to insert a church leader's signature image, please refer to [How to insert signature image]

For confirming the basic life of faith please

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As above, I recommend the couple as CheonBo Candidate Couples.



### Insert church leader's signature image

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HOME Outline Applicant	<u>Church</u>	Evaluation	Administrat	<u>Signature</u>
	<u>Leader</u>	Committee	ion	<u>Image</u>

## **Evaluation Administrative Work**

- For the Standard of Evaluation, please refer to the [Guide for Evaluation Process for CheonBo Won Hall of Honor]
- Evaluate the CheonBo candidate couples by referring to (1)
   [Evaluation Details] and (2)[Church Leader's Recommendation]
- Enter the evaluation result in the application form (3)
   [Committee's Approbation]



Application Form for CheonBo Won Evaluation

Reference No .: KR2020-

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< Aplication Form for Cheonitia Wan Evaluation > 2/2

<u>HOME</u>	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>

### Entering the Committee's Approbation and Evaluation Result.

- Enter your name in ③[Committee's Approbation], and mark the approval of evaluation with 'YES' or 'NO'
- The chair of Evaluation Committee (National Evaluation Committee: National leader, Regional Evaluation Committee: Regional Group Chair will fill in [Committee's Approbation], and mark 'YES' or 'NO' in (4)[Evaluation Result]

Category	Na	tional (Sub-reg Committee	gional)	Regioal Con	nnittee	Internationa	al Commi
Evaluation F	kesult]						
Evaluation Committee	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO	YES/N
International	Name	Name	Name	Name	Name	Name	Name
Evaluation Committee	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO	YES/NO	YES/N
Regional	Name	Name	Name	Name	Name	Name	Name
(Sub-regional) Evaluation Committee	YES/NO	YES/NO	YES/NO				
ivational	144IIIG	- TRACE	TANTIC				

4

Confirmation

HOME	<u>Outline</u>	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	<u>Administrat</u> <u>ion</u>	<u>Signature</u> <u>Image</u>
Me	ethod o	of Mar	king Y	ZES' o	r 'NO	,

- ① Select 'YES' or 'NO'
- 2 Click [Underline] icon

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### [Committee's Approbation]

National	Names	Namee	Namee
(Sub-regional) Evaluation Committee	YES/NO+	YES/NO+	YES/NO+
	Name	Namee	Namee

### Ex. If you select 'YES'

### [Committee's Approbation]

National	Name	Name	Name	
(Sub-regional) Evaluation Committee	<u>YES/</u> NO	YES/NO	YES/NO	
Designal	Name	Name	Name	
Evaluation Committee	YES/NO	YES/NO	YES/NO	
Tradition of the second	Name	Name	Name	
Evaluation Committee	YES/NO	YES/NO	YES/NO	

<u>HOME</u>	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>



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HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>



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<u>HOME</u>	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>

# Step1: Preparation

- A4 paper
- Black Maker(Medium or Bold)
- Mobile phone

# Step2: Taking signature photo

- Write your signature on A4 paper (white paper) horizontally.
- Write your name under your signature.
- 'Signature + your name' Taking full picture with a mobile phone.



HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>

# Step3: Editing the signature image on a personal computer

Send the signature photo taken on your mobile phone to your PC via SNS or Email.



①Send photos taken on your phone to your SNS/Mail

②Open the SNS/Email on your PC

HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>
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<u>HOME</u>	<u>Outline</u>	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	<u>Administrat</u> <u>ion</u>	<u>Signature</u> <u>Image</u>
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Save a picture image to your desktop.

- 1. Click Desktop icon (click once on the left mouse button)
- 2. Make the file name with your own name
- 3. Click 'Save' button (click once on the left mouse button)



HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>
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The signature image is saved to 'Download'



The signature image is saved to 'Download'



# to Application Form

Open a file of signature image stored on your PC

Open the file saved on your desktop



• Open the file saved on 'Download'



HOME	Outline	Applicant	<u>Church</u> <u>Leader</u>	Evaluation Committee	<u>Administrat</u> <u>ion</u>	<u>Signature</u> <u>Image</u>
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Save a signature image horizontally

If the signature image is vertical, turn the image file to save horizontally



Click the left turn button (click once on the left mouse button)



Click the X button to save (click once on the left mouse button)

HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>
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Click [New word] to open a new document



Insert a signature image saved on the desktop/download into a new document

Desktop

LULA



Click and hold the left mouse on the image file saved on desktop, and drag it into new document.



40

HOME	<u>Outline</u>	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>
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Download



HOME	<u>Outline</u>	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>
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### Reduce a signature image inserted in a new document.







(2)

HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>
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- Click once right mouse button
- Click 'Copy' button



HOME	Outline	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	Administrat ion	<u>Signature</u> <u>Image</u>
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# Insert the signature image into the (signature) of the application form

Delete the letter (signature) next to the applicant's name

子是	Checklist	Self-confirmation
Evidentiary	Certificate for Completion of Ancestor Blessing of 430 generations in 8 lines	DAttached Not Attached
*If not attached	Certificate for Completion of Tribal Blessing of 430 couples	DAttached Not Attached
eligible to apply	Certificate for completion of tribal blessing donation of 430 couples	DAttached Not Attached
Ceremony	CheonBo Holy Wine Ceremony	Participated (MonthDay Year)
Participation	CheonBo Registration Ceremony	Participated (MonthDay Year)     DAbsent

As above, I apply for the CheonBo Won Evaluation.

< Aplication Form for CheonBo Won Evaluation > 1/3

	Applicants' names: Husband	Month	Day Year (signatule) / Wife	(signature)
1	• 1 /	1		

- Click once right mouse button
- Click on 'Picture' icon in the 'Paste option'

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and!	신종 확인증	□점부 / □미정부-
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# Completing the insertion of the signature image into the application form

Reference No. KR2020-



### Application Form for CheonBo Won Evaluation

Regional Group	Sub-region	Nation (District)	Church (City)	Blessing Group
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#### [Family Details]

	Category	Husband	Wife
	Family Name (native language)		
	Given Name (native language)		
Picture of Husband and Wife	Family Name (English)	1	2 0
	Given Name (English)		
	Date of Birth		
	Date of Joining the Church		
	Enusil		200

#### [Evaluating Details]

Classification	Checklist	Self-confirmation
Evidentiary Document *If not atthched, you are not shable to apply	Certificate for Completion of 430 Ancestor Blessing and tribal blessing	nAttached nNot Artached
Caramony	CheonBo Holy Wine Ceramony	Participated (MonthDay Year)
Participation	CheonBo Registration Ceremony	Departicipated (MonthDay Year) = Absent

As above, I apply for the CheonBo Won Evaluation.

Month Day Year

< Aplication Form for Cheorea Won Evaluation > 1/2



HOME	<u>Outline</u>	<u>Applicant</u>	<u>Church</u> <u>Leader</u>	Evaluation Committee	<u>Administrat</u> <u>ion</u>	<u>Signature</u> <u>Image</u>

# If you can't save the signature image on your computer..

Send photos taken with mobile phone to regional

Evaluation administration via SNS or e-mail.



Please send the photo taken with mobile phone to regional evaluation administration via application/email.



## **Application Form for CheonBo Won Evaluation**

### [Applied To]

Regional Group	Sub-region	Nation (District)	Church (City)	Blessing Group

### [Family Details]

	Category	Husband	Wife
	Family Name (native language)		
	Given Name (native language)		
Picture of	Family Name (English)		
Husband and Wife	Given Name (English)		
	Date of Birth		
	Date of Joining the Church		
	Email		

### [Evaluating Details]

Classification	Checklist	Self-confirmation
Evidentiary Document *If not attached, you are not eligible to apply	Certificate for Completion of 430 Ancestor Blessing and tribal blessing	□Attached □Not Attached
Ceremony	CheonBo Holy Wine Ceremony	□ Participated (MonthDay Year) □ Absent
Participation	CheonBo Registration Ceremony	□ Participated (MonthDay Year) □ Absent

### As above, I apply for the CheonBo Won Evaluation.

Month

Year

Applicants' names: Husband	(signature) / Wife	(signature)

Day

< Aplication Form for CheonBo Won Evaluation > 1/2

### \*The section below is filled in by the Church Leader

# Category Confirmation Note Basic Life of Life Sunday Service Image: Yes Image: Note Tithe Image: Yes Image: Note

### [Church Leader's Recommendation]

### As above, I recommend the couple as CheonBo Candidate Couples.

Month Day

Year

Church Leader's Name (English):

(Signature)

Church Leader's Name (English)	Regional Group	Sub-regional Group	Nation (District)	Church

### [Committee's Approbation]

National	Name	Name	Name				
(Sub-regional) Evaluation Committee	YES/NO	YES/NO	YES/NO				
Destanal	Name						
Evaluation Committee	YES/NO						
International	Name						
Evaluation Committee	YES/NO						

### [Evaluation Result]

Category	National (Sub-regional) Committee	Regioal Committee	International Committee
Result	□Approved □Disapproved	□Approved □Disapproved	□Approved □Disapproved
Confirmation			



Reference No. EUME 2020-00

### **Certificate of Confirmation Completion of the Tribal Blessing of 430 couples**

Category	Husband	Wife
Full Name		
Blessing		
Group		
Regional		
Group		
Sub-region		
District		
(Nation)		
Church		
(City)		

The husband and wife named above have completed the Tribal Messiah Blessing of 430 couples and expanded the heavenly lineage. We hereby confirm that they have accomplished their Heavenly Tribal Messiah mission through the horizontal Blessing of their tribe.

Month Day 2020 Year

Family Federation for World Peace and Unification (Regional Group, District/National Leader)



Reference No. EUME 2020-00

# **Certificate of Offering HTM Blessing Donation**

Category	Husband	Wife
Full name		
Blessing		
Region		
Sub-region		
District(Nation)		
Church		
Donation		
Amount		

We hereby certify that the couple mentioned above has offered the HTM Blessing Donation.

Month Day 2020 Year

Family Federation for World Peace and Unification (Regional Group, Regional Leader)





Reference No. EUME 2020-00

# **Certificate of Agreement of Offering Blessing Donation**

Category	Husband	Wife
Full name		
Blessing		
Region		
Sub-region		
District(Nation)		
Church		
Donation		
Amount		

We hereby certify that the couple mentioned above has agreed to offer the remaining amount of the HTM Blessing Donation within the next three years.

Month Day 2020 Year

Family Federation for World Peace and Unification (*Regional Group, Regional Leader*)

### **Group Standard**

\$ 1,10 = € 1

\$2	<b>Group 1</b> 20 - \$8600 or €7820		\$1	<b>Group 2</b> 10 - \$4300 or €3870		<b>Group 3</b> \$7 - \$3010 or €2710		<b>Group 4</b> \$5 - \$2150 or €1935	\$	Group 5 3 - \$1290 or €1160		Group 6 \$2 - \$860 or €780		<b>Group 7</b> \$1 - \$430 or €390
1	Faroe Islands		9	Denmark	14	Andorra	25	Italy	30	Bahrain	49	Albania	73	Afghanistan
2	Iceland		10	Gibraltar	15	Austria	26	Kuwait	31	Croatia	50	Algeria	74	Pakistan
3	Liechtenstein		11	Ireland	16	Belgium	27	St Pierre and Miquelon	32	Cyprus	51	Armenia	75	Palestinian Authority
4	Luxembourg		12	Isle of Man	17	Finland	28	San Marino	33	Czech Republic	52	Azerbaijan	76	Syria
5	Monaco		13	Sweden	18	France	29	Spain	34	Estonia	53	Belarus	77	Yemen
6	Norway				19	Germany			35	Greece	54	Bosnia and Herzegovina		
7	Qatar				20	Greenland			36	Guadeloupe	55	Bulgaria		
8	Switzerland				21	Israel			37	Hungary	56	Egypt		
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					23	United Arab Emirates			39	Lithuania	58	Iran		

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Cyprus	51	Armenia
Czech Republic	52	Azerbaijan
Estonia	53	Belarus
Greece	54	Bosnia and Herzegovina
Guadeloupe	55	Bulgaria
Hungary	56	Egypt
Latvia	57	Georgia
Lithuania	58	Iran
Malta	59	Iraq
Oman	60	Jordan
Poland	61	Kosovo
Portugal	62	Lebanon
Reunion	63	Libya
Saudi Arabia	64	Macedonia
Slovakia	65	Moldova
Slovenia	66	Montenegro
Turkey	67	Morocco
	68	Romania
	69	Russia
	70	Serbia
	71	Tunisia
	72	Ukraine
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