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Visitor Follow Up Procedure

When a visitor comes to church for the first time we will:

1. Have a member of the "Welcome Team" greet them on arrival and talk with them straight after the service. This person will, in a friendly manner, collect information on the Visitors Info Card.
2. The card should be given to Keith or Margaret on the morning
3. On the day or at the latest, the next morning:
 - Write and post a postcard if the street address is obtained
 - Send the "Welcome Text"
 - Add the details to the database and the "first time visitors" list
 - Enter the names as a task for 6 months time to follow up
4. On Wednesday, send the Email Update invitation (Email)
5. On Thursday or Friday send the "Come Again" text
6. Week 2 send invitation to cell group, Facebook page
7. Week 3 invitation to daily encouragement SMS

Welcome Text

Hi (NAME), Ps. Keith Bates from New Life here. It was wonderful to see you (and your family) in church on Sunday. We hope that you enjoyed the service and that you will join us again soon. If you need help with anything, please let us know.

Email Update Invitation

Each week we send out an email called New Life Update. If you would like to join our mailing list, please reply to this email and I will add you. Have a blessed day.

“Come Again” Text

Hi (NAME), Ps. Keith Bates from New Life here. It was a delight to meet you last week in church. When you are planning your weekend, I hope that you are able to join us again at 10 am.

Week 2

Web and Facebook Page

Hi (NAME) If you are looking for information about our church, any time, feel free to check out our web site www.new-life.org.au and our Facebook page: <https://www.facebook.com/NarrabriNewLife>

Cell Groups

Hi (NAME). At New Life we believe that we grow in our faith most effectively when we meet in Cell Groups. These are home-based small groups where we talk about what's happening in our lives, read the Bible together and pray for one another. If you haven't yet been invited to a group, please let me know and I will make sure we connect you to a group.

Week 3

Daily Encouragement

Hi (NAME), each morning I send out a daily scripture verse or encouraging quote, like this one. If you would like to receive these, please let me know.

Approved by Leadership team July 2026