

MOVING ARRANGEMENTS

From this date forward, you will make your moving arrangements with the Secretary or Treasurer of your new Church Board. They will probably want you to obtain three moving estimates. Send them to the person designated below and let the Church Board decide what moving arrangements should be made.

Your new Church Secretary Church Treasurer is:

Name _____

Address _____

City _____ State _____ ZIP _____

Phone (____) _____

YOUR TENURE

The pastoral relationship shall be reviewed by the church board, meeting with the district superintendent, or an ordained minister or layperson appointed by the district superintendent, within 60 days of the second anniversary of pastoral service and every four years thereafter. (See *2001/2005 Manual*, Paragraph 121.)

YOUR MEMBERSHIP

Your membership in the _____ church is automatic, and it is effective upon your *FIRST DAY OF SERVICE* which is *MONDAY*, _____ with your *FIRST SUNDAY* being that of _____. For pay purposes, your salary commences on the Monday prior to your first official Sunday of service. (See *2001/2005 Manual*, Paragraph 115.5.)

Please request in writing of your present District Superintendent that he send your ministerial transfer to me, or obtain it from him personally and deliver it to me upon your arrival on the Northwestern Ohio District. ***IT IS MOST IMPORTANT THAT WE HAVE YOUR TRANSFER IMMEDIATELY.***

If you are a Licensed Minister, please request the Secretary of your present Ministerial Studies Board to send a transcript of your records to the Secretary of the Northwestern Ohio District Ministerial Studies Board. (See the Northwestern Ohio District Assembly Journal for names and addresses.) ***THIS MUST BE DONE AS SOON AS POSSIBLE.***

While you are still pastor of your present church, make out membership transfers for the members of your family who are members of the Church of the Nazarene. Bring these transfers with you to your new assignment.

If you are not pastoring a church, please have the pastor of the local church where your membership is held, and that of your family, give you the transfers and bring them along with you.

Your ministerial membership will be received by the District Advisory Board between District Assemblies. Final transfer of your district ministerial membership will be received at the next District Assembly.