

**The United Methodist Church**  
**Appointment to an Extension Ministry**

NAME: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PREFERRED ADDRESS FOR PURPOSES AND FOR INCLUSION IN JOURNAL:  HOME  
 BUSINESS

FULL MEMBER \_\_\_\_\_ PROBATIONARY MEMBER \_\_\_\_\_ ASSOCIATE MEMBER \_\_\_\_\_  
OF \_\_\_\_\_ ANNUAL CONFERENCE

CHARGE CONFERENCE MEMBERSHIP: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

If you are under appointment outside the conference of which you are a member, please complete the following:

Conference where you serve \_\_\_\_\_ Bishop \_\_\_\_\_

District \_\_\_\_\_ District Superintendent \_\_\_\_\_

Affiliate charge conference membership: \_\_\_\_\_

TITLE/POSITION: \_\_\_\_\_

AGENCY/INSTITUTION: \_\_\_\_\_

BASE COMPENSATION (YEAR: **2009**) \$ \_\_\_\_\_ **Annualized**

UTILITIES AND OTHER HOUSING RELATED ALLOWANCES: \$ \_\_\_\_\_

TRAVEL ALLOWANCE: (Reimbursements by voucher) OTHER CASH ALLOWANCES: \$ \_\_\_\_\_

**PLEASE INDICATE YOUR APPOINTMENT CATEGORY.**

- a. Appointed within the connectional structure
- b. Endorsed by the General Board of Higher Education and Ministry
- c. In service with General Board of Global Ministries
- d. Appointed to other valid approved extension ministry

Attach: 1) a brief narrative of your ministry during the past year including a description of your annual evaluation; and 2) evidence of your continuing education and spiritual growth program and future plans. (**SEE ATTACHED**)

Date: \_\_\_\_\_ SIGNED: \_\_\_\_\_

**SEND COPIES TO:**

1. Bishop ([Bishop@umcsc.org](mailto:Bishop@umcsc.org))
2. District Superintendent
3. Board of Ordained Ministry ([sheila@lsumc.net](mailto:sheila@lsumc.net))
4. Clergy Services ([clergyservices@umcsc.org](mailto:clergyservices@umcsc.org))
5. Bishop of area in which you serve, if other than area of which you are a member
6. Conference Secretary ([tjrogers@umcsc.org](mailto:tjrogers@umcsc.org))
7. General Board of Higher Education and Ministry ([umea@gbhem.org](mailto:umea@gbhem.org))
8. Your Charge Conference (s) of which you are a member and an affiliate member in keeping with ¶344.3a,b.

**Report to Charge Conference:**

**Name:**

**Address:**

**Phone:**

**Appointment:**

**For Period                      to**

**Brief Description of Ministry Functions for the period:**

Attach: 1) a brief narrative of your ministry during the past year including a description of your annual evaluation; and 2) evidence of your continuing education and spiritual growth program and future plans.