THE UNITED METHODIST CHURCH
ANNUAL REPORT OF CLERGY MEMBER ON LEAVE OF ABSENCE
DUE NOVEMBER 16, 2018

Full name: _____

Mailing address: _____

Home phone: _____ Office phone: _____

Email: _____ Charge Conference: _____

Conference Membership: ☐ Deacon in full connection ☐ Elder in full connection
☐ Provisional member ☐ Associate member

Last appointment served in _____ District.

Indicate category of Voluntary Leave of Absence:

☐ Personal ¶353.2a ☐ Family ¶353.2b ☐ Transitional ¶353.2c ☐ Medical ¶356

Number of years on leave of absence (including this year): _____ First year granted: _____

Present occupation: _____

Do you desire to request an **end to your leave** at the next session of Annual Conference? ☐ Yes ☐ No

If yes, attach a statement outlining reasons, including how circumstances for the leave have been resolved.

OR:

Do you desire to request an **extension of your leave** at the next session of Annual Conference? ☐ Yes ☐ No

If yes, outline your reasons for this request:

_____

_____

_____

Please attach a copy of your Annual Report to the Charge Conference regarding performances of ministerial duties. (Note: Performance of ministerial duties shall be reported to your Charge Conference.)

Signature: _____ Date: _____

¶ 353.8: "The exercise of this ministry shall be limited to the charge conference in which their membership is held and with the written permission of the pastor in charge unless special permission is granted by the bishop of the conference where membership is held. With the permission of the bishop of the conference where membership is held, under the supervision of the district superintendent, the clergy member may preach, teach, perform marriages, and, if holding sacramental privileges, administer the sacraments outside of the charge where membership is held."

1. Clergy members requesting an extension to their leave must do so by **written request.** (¶ 353.1)
2. Members seeking to end their leave of absence with an appointment by the Bishop must submit their written request to the Board of Ordained Ministry and Cabinet **six months prior** to the session of the annual conference. (¶353.11)
3. When clergy members do not request an extension of the leave of absence annually (¶353.12), or do not indicate willingness to itinerate at the **end of the five-year period,** the Board of Ordained Ministry may invoke "the provisions of location (¶ 359) or the complaint procedures of (¶ 363)

Send copies to: DS Office File and
Clergy Services, 4908 Colonial Drive, Suite 122, Columbia, SC 29203 or clergyservices@umcsc.org