

# Honorable Location Informational Guide

South Carolina Conference | The United Methodist Church



¶ 359. **Honorable Location—1.** An annual conference may grant clergy members in full connection certificates of honorable location at their own request, provided that the Board of Ordained Ministry shall have first examined their character and found them in good standing, and provided that the clergy session shall also pass on their character after the request is made, and provided further, that this relation shall be granted only to one who intends to discontinue service in the itinerant ministry. The Board of Ordained Ministry shall provide guidance and counsel to the locating member and family as they return to a new relationship in the local church. Upon recommendation of the Board of Ordained Ministry, an annual conference may offer transition assistance.

2. Associate members or clergy members in full connection located according to the provisions of this paragraph shall not continue to hold membership in the annual conference, and they shall surrender their certification of conference membership for deposit with the conference secretary. After consultation and with the written consent of the pastor in charge, and with the approval of the district superintendent and the staff-parish relations committee of a local church, located clergy members shall designate the local church in which they shall hold membership. Documentation of this consent and approvals shall be filed with the Board of Ordained Ministry of the annual conference that granted them honorable location. As clergy members of the charge conference, they shall be permitted to exercise ministerial functions only with the written permission of the pastor in charge. They shall have all the privileges of membership in the church where they elect to hold charge conference membership, except as set forth in the Book of Discipline. When approved by the executive committee of the Board of Ordained Ministry, a person on honorable location may be appointed ad interim by the bishop as a local pastor. A copy of the annual report to the charge conference shall be forwarded to the registrar of the Board of Ordained Ministry of the annual conference that granted them honorable location in order for location to be continued. They shall report to the charge conference and the pastor all marriages performed, baptisms administered, and funerals conducted and shall be held amenable for their conduct and the continuation of their ordination rights to the annual conference that granted them honorable location.

Failure to submit the report for two consecutive years may result in termination of orders upon recommendation of the Board of Ordained Ministry and vote of the clergy session. The provisions of this paragraph shall not apply to persons granted involuntary location prior to the General Conference of 1976. The names of located members after the annual passage of their character shall be printed in the journal.

3. Ordained ministers on honorable location may request the annual conference to grant them the status of honorable location retired. Requests for retired status shall be stated in writing to the bishop, cabinet, and registrar of the Board of Ordained Ministry at least ninety days prior to the annual conference session. Those granted honorable location retired status shall be accountable for all ministerial services performed to the charge conference in which they hold membership. If such services have been performed, they shall report to that charge conference and exercise their ministry under the supervision of the pastor in charge therein as outlined in ¶ 360.2. They shall continue to be held amenable for their conduct, through accountability to their charge conference, to the annual conference in which charge conference membership is held.

## HONORABLE LOCATION

### Requesting Honorable Location

- Request Honorable Location in writing to the Office of Clergy Services ([clergyservices@umcsc.org](mailto:clergyservices@umcsc.org)) . Copy your district superintendent.
- The Board of Ordained Ministry may require an interview with the Executive Committee or an interview them they designate.
- Identify where you will initially place your charge conference membership. Contact that pastor and request permission to do so. The S/PPRC chairperson and District Superintendent will also need to grant permission. You may use the Charge Conference Placement Form for this purpose. You will find it here: [www.umcsc.org/wp-content/uploads/HonLoc-Annual-charge-conference-permission.pdf](http://www.umcsc.org/wp-content/uploads/HonLoc-Annual-charge-conference-permission.pdf)
- Turn in your Conference Membership certificate(s) to the Conference Secretary. You keep your ordination certificate, but not your membership certificate. If you cannot find it, you may use the substitute credential form found here: [www.umcsc.org/wp-content/uploads/SC-Substitute-Membership-Ordination-License-Certificate-Form-2024.pdf](http://www.umcsc.org/wp-content/uploads/SC-Substitute-Membership-Ordination-License-Certificate-Form-2024.pdf)
- Clergy Session must approve the change in status at their Annual Conference meeting.

### Annual Continuance

- Complete and submit annually the Honorable Location report. Failure to do so for two years may lead to discontinuance of your clergy status. The form is due annually by February 15<sup>th</sup>, and can be found here: [www.cognitofrms.com/ClergyServices1/HonorableLocationAnnualReport](http://www.cognitofrms.com/ClergyServices1/HonorableLocationAnnualReport)