



The United Methodist Church  
**SOUTH CAROLINA CONFERENCE**  
the Office of Clergy Services

Rev. A. Melton Arant, Jr.  
Coordinator

Mr. Sha'Rome Henry  
Executive Assistant

Dear SPPRC Chairperson,

Your pastor is applying for ordination at the 2021 Annual Conference. The South Carolina Board of Ordained Ministry therefore requests that you have your committee complete the enclosed "Staff/Parish Relations Committee Recommendation for Full Conference Membership" form.

The form is very simple. It asks if your committee believes that the commissioned clergy person serving your charge should be ordained and made a full conference member, and the reasons for your opinion. It further asks that the chair, the members of the committee, and the candidate sign the form. (The signature of the clergy person simply indicates that they have seen the response. It does not indicate agreement or disagreement with the recommendation of the committee.)

Please understand that your response will be just one piece of information that the Conference Board of Ordained Ministry will consider in making its decision. The Board may reach a different conclusion from your recommendation.

Please understand also that no kind of congregational vote should be taken in preparing your response. This form asks for the opinion of your committee, based on your experience with this pastor. Your work in responding to this request is subject to the same rules of confidentiality that governs the work of any S/PPRC.

When you have completed the form, please return it to the District Superintendent, who will forward it to the conference Board of Ordained Ministry along with other information involved in the ordination process. If you have any questions, please contact your District Superintendent for more guidance.

Thank you for your help in this very important process, and May God use you to bless the church throughout the coming years.

Sincerely,

A. Melton Arant, Jr.  
Coordinator of Clergy Services

The South Carolina Conference Board of Ordained Ministry evaluates candidates for ordination and conference membership, and recommends persons for election. The commissioned minister appointed to your church is an applicant for full conference membership and ordination. The Board is interested in receiving input from your Staff/Pastor Parish Relations Committee regarding your pastor. We therefore ask that you complete this form, and return it to your District Superintendent, who will forward it to the Board of Ordained Ministry.

We ask that this form reflect the opinion of the entire committee. We ask that your commissioned minister, who is applying for full membership, see your response, although they do not have to agree with it.

\_\_\_\_\_  
NAME OF CLERGY SEEKING FULL CONFERENCE MEMBERSHIP

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DISTRICT

\_\_\_\_\_  
NAME OF CHARGE

The STAFF/PASTOR PARISH RELATIONS COMMITTEE *(please check one response)*

\_\_\_\_\_ DOES recommend the above named clergy for ordination and full membership in the annual conference.

\_\_\_\_\_ DOES NOT recommend the above named clergy for ordination and full membership in the annual conference.

Our reasons for this response are:

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Signed by all members of the S/PPRC:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Lay Member to AC on SPPRC

\_\_\_\_\_  
S/PPRC Member

\_\_\_\_\_  
S/PPRC Member

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S/PPRC Member

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S/PPRC Member

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S/PPRC Member

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S/PPRC Member

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S/PPRC Member

\_\_\_\_\_  
S/PPRC Member

*(Signature of clergy applying for full membership shows that this response has been shared between committee and clergy.)*

**Due in District Office and Office of Clergy Services by October 16th.**

\_\_\_\_\_  
Clergy's Signature Seeking Full Membership