



All forms are due **ONE WEEK** prior to your Charge Conference
Scan completed, signed forms as PDFs
Email to Liz at lbode@michiganumc.org

FIND ALL FORMS ->michiganumc.org->Resources->Forms

v Clergy

Housing Allowance Form (if applicable)
Furnishings Allowance Form (if applicable)
Elder/Local Pastor/DSA Self-Evaluation AND Deacon Self-Evaluation (if applicable)
Members Attending Colleges & Universities (please submit this info online)

SPRC

2025 Clergy *or* DSA Compensation Recommendation Report Form
SPRC Evaluation of Elder/Local Pastor/DSA *or* SPRC First year Review (new appointments)
SPRC Evaluation of Deacon (if applicable)
SPRC & Pastor Joint Dialogue

Church Council

Business of the Church Conference
Profile of the Church

Finance

GCFA Report of the Finance Committee

Trustees

GCFA Annual Report of the Trustees
GCFA Annual Accessibility Audit Form
GCFA Insurance Worksheet
Parsonage Inspection Form (supplemental)
Parsonage Information Sheet (if not completed in last 4 years)

Membership Secretary

Membership Report

Nominations and Leadership Development

Native American Comprehensive Plan Representative
List of Lay Leadership/Nominations

Lay Ministries *(Please email completed/signed reports to LS Director - per report instructions)*

Certified Lay Servant Annual Report (if applicable)
Certified Lay Speaker Annual Report (if applicable)
Certified Lay Minister Annual Report (if applicable)

Recording Secretary

Minutes - DUE ONE WEEK AFTER CHARGE CONFERENCE
--