

**The United Methodist Church**  
**APPOINTMENTS TO EXTENSION MINISTRIES**  
¶343,344.1a, b, c, d *Book of Discipline*

➤ **Personal Information**

- Name:
- Home Address:
- Home Phone & fax e-mail
- Work Address:
- Office Phone & fax: e-mail
- Full Member: Probationary:  Associate:
- Employed at:
- Title:
- Nature of work:
- Date entered into Appointment to Extension Ministry:

- **Local Church Charge Conference Membership**

- Name of Charge Conference:  
Are you a member of a Clergy Covenant Group now?
- Address: If so, does it have other UM clergy in it?
- Pastor: Is this group giving you the support you need?
- What responsibilities do you have in the church

➤ **Exercise of Clergy Office**

- Have you made the required report to your charge conference?
- Number of Weddings: Baptisms: Funerals:
- Are you faithful in worship and stewardship?  
What Preaching have you done?
  
- Have you celebrated Holy Communion? How many times?
- Please attach a brief narrative of your ministry during the past year including acts of ministry to the Christian community, description of annual evaluation and evidence of continuing education and spiritual growth.

➤ **Status of Appointment**

- Current Appointment Classification (344.1, *Discipline*)
  - a. Appointment 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
- Do you wish a change in status? (If yes, please contact Board of Ordained Ministry)
- Do you request to be continued as an Appointment to Extension Ministry?

➤ **Conference Secretary Data for Conference Journal (¶ 606)**

- Please report amounts for **LAST CALENDAR YEAR**
- Base Salary \$
- Travel Allowance \$ by Voucher?
- Housing/Utilities \$ Parsonage
- Health Insurance (yes/no)
- Other

**PLEASE RETURN THIS FORM TO (SEE ADDRESS LIST ENCLOSED):**

1. BISHOP'S OFFICE
2. DISTRICT SUPERINTENDENT
3. BOARD OF ORDAINED MINISTRY
4. DIRECTOR OF CLERGY SERVICES
5. CONFERENCE SECRETARY
6. BISHOP OF AREA IN WHICH YOU WORK IF OTHER THAN INDIANA
7. Copies of this report may also be used to inform the General Board of Higher Education and Ministry and the Charge Conferences(s) of which you are a member and an affiliate in keeping with ¶ 334.2a,b.