



THE RECEIVING PROCESS - PETITION TO BE RECEIVED

When an established congregation desires to become a part of the Evangelical Presbyterian Church, it shall petition the presbytery in which it is located to be received, according to the procedures set forth in *The Book of Government*, 5-4. This petition should be presented by an authorized delegation from the requesting congregation stating that this congregation and its governing body, have, by the signing of this petition, agreed in reliance upon God to walk together as a church, based upon the faith and government of the Evangelical Presbyterian Church, to be faithful to one another, to the Lordship of Christ, to the support of the whole Church, to be obedient to the order and doctrines of our holy religion, submitting themselves to the government and discipline of the Church, and promising to promote its purity and peace.

This petition shall include a list of the membership and a list of elected officers. Upon approval of the request, the presbytery or a duly appointed commission shall meet with the petitioning congregation. If the petitioning congregation does not have elders, the receiving body shall proceed in the manner described for new congregations (G.5-3E). However, if the petitioning congregation comes from a fellowship with a similar form of government, the receiving body may declare the officers of that congregation to be duly installed elders (and deacons), or it may require them to be prepared for office according to G. 12-3, and shall arrange for their ordination and installation.

If the petitioning congregation is served by a pastor(s), and if said pastor(s) has been duly received by the presbytery, the receiving body may declare the pastor(s) duly installed. If there is not a pastor(s), a search committee may be elected by the congregation. In any case, the pastor(s) serving the congregation must be received by the presbytery according to *The Book of Government* for pastors coming from other denominations.



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PETITION TO BE RECEIVED

FROM:

Name of Congregation

Address

City, State, and Zip

TO:

Presbytery: _____

DATES:

Request submitted

*Signed - Congregational Moderator
or Clerk Pro-Tem*

Presbytery action

Signed - Stated Clerk

Receiving service

Signed - Commission Chairman



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NOTICE OF RESOLUTION

LET IT BE KNOWN THAT THE SESSION OF THE _____
CHURCH OF _____ BY _____ VOTE HAS CALLED
A CONGREGATIONAL MEETING FOR THE PURPOSE OF VOTING ON MEMBERSHIP
IN THE EVANGELICAL PRESBYTERIAN CHURCH. THIS ACTION WAS TAKEN AT A
DULY CALLED MEETING ON _____,
Month, Date, Year

LET IT BE KNOWN THAT THE CONGREGATION OF THE _____
CHURCH OF _____ SEEKS ADMISSION TO THE
EVANGELICAL PRESBYTERIAN CHURCH AND PROMISES TO OBEY THE
CONSTITUTION OF THE EVANGELICAL PRESBYTERIAN CHURCH. THIS ACTION
WAS TAKEN AT A DULY CALLED MEETING ON _____,
Month, Date, Year

THIS CHURCH HAS _____ ACTIVE MEMBERS. THE VOTE TO SEEK ADMISSION
WAS _____.

SIGNATURES:

Moderator of Session

Clerk of Session

Date signed

Date signed



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RECEIVING CHURCH DATA (CHURCH/MINISTER/STAFF)

GENERAL INFORMATION

Name of EPC Presbytery to which application is being made: _____

Name of current denomination: _____

Seeking: Dismissal Renouncing/Disaffiliating

Date of congregational meeting for vote to seek dismissal or renounce/disaffiliate from another denomination and apply for membership to the EPC: _____

- Total number of members voting: _____
- Number of members voting to enter the EPC: _____

CHURCH INFORMATION

Name of Church: _____

Mailing Address: _____

City: _____ State: _____ ZIP Code: _____

Phone: _____ Fax: _____ Website: _____

Worship Address (if different from Mailing Address): _____

City: _____ State: _____ ZIP Code: _____

If from another denomination:

Dismissed from: _____ Date: _____

Renounced/Disaffiliated from: _____ Date: _____

Received by EPC Presbytery of the _____ Date: _____

Federal Employee Identification Number (EIN): _____ - _____

Number of Current Membership: _____ Average Worship Attendance: _____

Number of Session Membership: _____ Number of Mission Committee members: _____

Number of full-time staff: _____ Number of part-time staff: _____



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PASTOR INFORMATION

Name of Pastor: _____ Title: Reverend Dr.

First Name of Spouse: _____

Home Mailing Address: _____

City: _____ State: _____ ZIP Code: _____

Home Phone Number: _____ Cell Phone Number: _____

E-mail Address: _____

Current Ordination Credentials: _____

Dismissed from: _____ Date: _____

Renounced/Disaffiliated from: _____ Date: _____

Received by EPC Presbytery of the _____ Date: _____

PASTORAL STAFF

List all ordained pastoral staff including E-mail address and indicate desire of each to transfer credentials to the EPC. (Attach additional pages as needed)

Name	E-mail Address	Transfer credentials to EPC from:	Spouse First Name



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CLERK OF SESSION INFORMATION

Name of Clerk of Session: _____

Mailing Address: _____

City: _____ State: _____ ZIP Code: _____

Home Phone Number: _____ Cell Phone Number: _____

Email Address: _____

SESSION MEMBERS

List all current ruling elders or governing body (if not a Presbyterian church). Attach additional pages as needed:

Name	Mailing Address	E-mail Address



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CHURCH STAFF/VOLUNTEER CONTACTS

Business Administrator Volunteer Staff None
Name: _____ E-mail: _____

Children's Ministries Volunteer Staff None
Name: _____ E-mail: _____

College Ministries Volunteer Staff None
Name: _____ E-mail: _____

Communications/Publications Volunteer Staff None
Name: _____ E-mail: _____

Men's Ministries Volunteer Staff None
Name: _____ E-mail: _____

Missions Volunteer Staff None
Name: _____ E-mail: _____

Secretary Volunteer Staff None
Name: _____ E-mail: _____

Small Groups Volunteer Staff None
Name: _____ E-mail: _____

Treasurer Volunteer Staff None
Name: _____ E-mail: _____

Women's Ministries Volunteer Staff None
Name: _____ E-mail: _____

Youth Ministries Volunteer Staff None
Name: _____ E-mail: _____



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OFFICERS ELECTED BY THE CONGREGATION

MINISTERS

1. _____
2. _____
3. _____

RULING ELDERS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

DEACONS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



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CHARTER MEMBER ROSTER

<i>Name</i>	<i>Address</i>	<i>City, State, Zip</i>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
10	_____	_____
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12	_____	_____
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CHARTER MEMBER ROSTER

<i>Name</i>	<i>Address</i>	<i>City, State, Zip</i>
17	_____	_____
18	_____	_____
19	_____	_____
20	_____	_____
21	_____	_____
22	_____	_____
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81		
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113		
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129		
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