

# Annual Report to the Board of Ordained Ministry Conference Relations Committee

## For Requests Related to the Conference Relationship Status of Voluntary Leave of Absence

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone (work): \_\_\_\_\_ Telephone (home): \_\_\_\_\_

Email Address: \_\_\_\_\_

Date that Leave of Absence first became effective (if applicable): \_\_\_\_\_

Church where Charge Conference relationship is, or will be, held: \_\_\_\_\_

For the Appointment year of July 1, \_\_\_\_\_ to June 30, \_\_\_\_\_,

*(Please check all that apply)*

\_\_\_\_\_ I request (or continue to request) Voluntary Leave of Absence for:

- Personal Leave*       *Family Leave*       *Transitional Leave*

\_\_\_\_\_ I request (or continue to request) Voluntary Leave of Absence, but may request to come off leave prior to June 30<sup>th</sup>. *(Note: Paragraph 354.11 of the 2008 Book of Discipline states that requests for an appointment must be made six months before Annual Conference.)*

\_\_\_\_\_ I request a meeting with the Conference Relations Committee to review or change my present status.

\_\_\_\_\_ I have been on Voluntary Leave of Absence for five or more years, and request a meeting with the Conference Relations Committee for the purpose of extending my leave for another year.

\_\_\_\_\_ I have been on Voluntary Leave of Absence for five or more years, and request a meeting with the Conference Relations Committee to discuss moving to another status of ministry. (Active Service, Extension Ministry, Honorable Location, Retirement, or withdrawal from the Ordained Ministerial Office)

### ***Please attach:***

- 1.) a brief report updating the Conference Relations Committee on the circumstances of your leave,***
- 2.) a copy of your most recent Charge Conference report.***

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

***Please submit this form by January 1<sup>st</sup> of the year you are requesting leave  
(that is 6 months prior to the July 1<sup>st</sup> start of the new conference year)  
to:***

Lloyd Speer  
100 West Market Street PO Box 457 Jonestown, PA, 17038

If you wish to fax your materials, please call Jonestown UMC (717-865-4369) for instructions on how to do so.