FORM #1
YEAR 2026

Charge:
District:

Form 1 - 2026 Charge Conference Check List

This form must be included in your church/charge packet.

Church Name	
Pastor	
Elder Presiding	
Recording Secretary	
Type of Conference	- Charge members of the Ad Council or Equivalent - Church, all members of the local church.

Closing Out 2025

Minutes from Charge Conference	- 2025's Charge Conference Minutes - Any Special Minutes
2025 Financial Audits	- One Form 12 Per Church (¶258.4d) Date the audit was approved by Church Council. Leave blank if it hasn't been approved by Church Council - Form 13 if applicable
2025 Trustees Report	- One Form 9 per church - Form 10 if applicable

Work for 2026

Membership Report (Form 2) (¶230,231)	- One Per church - Check here if voting to remove members
Lay Leadership Reports	- Form 3 Lay Member to Annual Conference (¶ 249, 258.2b) - Form 4 Local Church Officers (Submitted Online after your Charge Conference)
Nominations report	- List of your nominated committees and its members. (No official form since each church is unique. Please submit your own format)
Parsonage Inspection	- Form 5 for pastor's first year in the parsonage or parsonage is rented - Form 5a for each subsequent year of pastor's residence.
Pastoral Leader's Compensation	- Form 6 for those under appointment - Form 6b for those under assignment (CLMs/DS Hires)

Safe Sanctuaries	- Form 7 per church - If your policy has changed, please submit a copy of it.
Lay Servant Ministries Reports	- One for Each Lay Servant, Lay Speaker, and Lay Minister (¶266, ¶267, ¶268)

Other Work for this Conference

Candidates for Ministry	- Name and Date approved by SPRC (¶310.1e and ¶313.1)
Reports from Clergy who are members of the Annual Conference	
Plan for Shares of Ministry	- Only needed if you will not be paying shares of ministry in full
Leases to be approved (¶2540.1 and 2, 2541.1 and 2)	
Other Business	

Reminders:

- All forms are to be submitted electronically to your District office for review.
- Please bring a completed and signed packet to your charge conference for your district file. Your presiding elder will make sure it gets where it needs.
- 2026's Trustees and Audits reports will be completed at the beginning of 2027.
- Your district office is here to help support you and to help accommodate to the best of our ability.