



**ANNUAL REPORT AND (IF APPLICABLE) BIENNIAL REQUEST FOR  
RECERTIFICATION OF CERTIFIED LAY MINISTER**

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**1. ANNUAL REPORT (COMPLETE THIS SECTION EVERY YEAR.)**

(File this report annually with the charge conference or church council of the church where membership is held and with the District Office. No approvals are required.)

- a. During the past year, I engaged in the following ministries. (List no more than four.)
  
- b. During the past year, I engaged in the following personal and spiritual growth activities. (List four.)

**2. BIENNIAL RENEWAL (COMPLETE THIS SECTION EVERY OTHER YEAR.)**

- a. I am assigned/unassigned. If assigned, I received a ministry review from the pastor-parish relations committee or charge conference of

\_\_\_\_\_ on \_\_\_\_\_  
Name of church or charge                      Date

If unassigned, I received a ministry review from the pastor-parish committee, charge conference, or church council of

\_\_\_\_\_ on \_\_\_\_\_ of which I am a member.  
Name of church or charge                      Date

(The entity performing the ministry review should send the results of such review to the chairperson of the applicable district committee on ordained ministry.)

- b. I completed the following the following Lay Servant Ministries advanced course or approved continuing educational event during the last two years. (List one and provide date.)
- c. I recommend the above-named Certified Lay Minister for recertification.

\_\_\_\_\_ Date

- d. The above-named Certified Lay Minister meets all requirements for recertification, and this request is referred to the \_\_\_\_\_ district committee on ordained ministry. Filed with Charge Conference paperwork in the District Office, attn: DCOM.
- e. The \_\_\_\_\_ district committee on ordained ministry has examined the above-named Certified Lay Minister and recommends recertification.

\_\_\_\_\_ Chairperson  
Date

- f. The district committee on ordained ministry recertifies the above-named Certified Lay Minister.

\_\_\_\_\_ Date

All of the information I have provided in this Annual Report and (if applicable) Biennial Request for Recertification as a Certified Lay Minister is true and correct.

\_\_\_\_\_ Date

Certified Lay Minister