

FORM #3
YEAR 2021



CHARGE

DISTRICT

CHARGE CONFERENCE DATE

Certification of Election by the Charge Conference of the Lay Member(s) of the Annual Conference

1. Lay Members and alternates of the Annual Conference are elected **annually**. ¶249.5
2. **Each Charge elects one Lay Member**, except when the following rules provide for additional Lay Members.

*If any **ONE** of the following applies to a given Charge.*

- a. Charges comprised of **four or more churches** shall elect a second Lay Member, provided that no more than one person shall be elected from any one church.
 - b. Charges of **three or fewer churches, with a total membership of 400-999** shall elect a second Lay Member.
 - c. Charges with **membership of 1000 or more** shall elect **three** Lay Members.
 - d. Charges with **multiple Pastors** shall elect one Lay Member for each Pastor. *(Exception: Local Pastors must be full-time.)*
3. Each Charge elects **one** alternate for **each** Lay Member.
 4. *If there is no Lay Member to be elected and/or no Alternate, please put NONE in the space for the name.*
 5. If a person is elected as an Alternate Lay Member, *he/she is not eligible to serve as a member at large.*
 6. If any of the Lay Members and/or alternates are to be replaced for any reason, **the Pastor shall ask the District Superintendent in a timely manner for approval to hold a special charge conference for an election. The Administrative Council may not replace the elected member.** The name(s), address(es) and contact information of the person(s) elected shall be sent to the Conference Secretary and the District Office on a new form #3. *If the Alternate is to attend Conference in place of the Lay Member, notify the District Office immediately to authorize the change.*

First Lay Member:

Name:

Street:

City:

Zip+4:

Age at time of Conference: 12-18

19-30

31 and over

Church:

Phone:

Email:

First Alternate:

Name:

Street:

City:

Zip+4:

Age at time of Conference: 12-18

19-30

31 and over

Church:

Phone:

Email:



Second Lay Member (if allowed per instruction #2)

Name:
Street:
City: Zip+4
Age at time of Conference: 12-18 19-30 31 and over
Church: **Phone:**
Email:

Second Alternate (only if a second Lay Member is elected)

Name:
Street:
City: Zip+4
Age at time of Conference: 12-18 19-30 31 and over
Church: **Phone:**
Email:

Third Lay Member(if allowed per instruction #2)

Name:
Street:
City: Zip+4
Age at time of Conference: 12-18 19-30 31 and over
Church: **Phone:**
Email:

Third Alternate (only if a third Lay Member is elected)

Name:
Street:
City: Zip+4
Age at time of Conference: 12-18 19-30 31 and over
Church: **Phone:**
Email:

DO NOT LIST ANY MEMBERS AT LARGE

DO NOT LIST ANY PERSONS ATTENDING CONFERENCE BY VIRTUE OF POSITION
(CONFERENCE LAY LEADER, CONFERENCE UMW PRESIDENT, ETC.)
UNLESS THAT PERSON IS ALSO SERVING AS THE CHURCH/CHARGE
REPRESENTATIVE.