



SANTA BARBARA DISTRICT

2011-12 CHARGE CONFERENCE FORMS

INFORMATION & INSTRUCTIONS

(Sept 20, 2011)

The following is a list of forms required for your church charge conference and/or annual reporting.

These forms are available to download from the Santa Barbara District website

<http://sbdistumc.org/forms-charge-conf.html>

If you have problems downloading from the website, please contact the district office for assistance.

Unless otherwise specified

all forms are due on your Charge Conference date or by **Jan. 31, 2012**

The following items are to be covered during your Charge Conference:

- 2012 Clergy Salary & Benefits - **Form due to the district office by Dec. 1, 2011**
- Accountable Reimbursement Policy & Worksheet-must be voted on at Ch Conf
- Parsonage Allowance Payments & Resolution-must be voted on at Ch Conf
- Candidate for Ministry Yearly Report (if applicable)
- Report of the Pastor
- Annual Report—Lay Speaker (if applicable)
- Minutes from last Charge Conference (no form-church generated)
- 2012 Annual Budget (no form-church generated)

SPRC Forms

- SPRC Appointment Recommendation - **Form due to the district office by Dec. 1, 2011**
- 2012 Equitable Comp Form w/ Salary Schedule – **Due Date: Oct. 15, 2011**
- Pastor's Certification of Payment by Local Church for 2011
- Parsonage Inventory (if applicable)

Other Forms

- Fund Balance Report (note: this is for the year 2010)
- Annual Report—Committee on Finance
- Annual Report—Trustees
- UMW Annual Report (if applicable)

General Info & Other Forms on the Santa Barbara District website:

<http://sbdistumc.org/forms-charge-conf.html>

- 2012 Health/Dental Rates – *Estimated* rates
- 2012 Minimum Base Compensation Standards for Clergy

*Questions??? Please contact me at the District Office
(818) 882-8005 or sbdistumc@earthlink.net
I am here to serve you! Blessings, Dorrel*