

**REQUEST FROM ADMINISTRATOR OR BOARD CHAIRPERSON
FOR THE SERVICES OF A MINISTER
OF THE FORT WORTH AREA**

THE UNITED METHODIST CHURCH

Annual Conference _____ Date _____

Minister's Name _____

In relation to the employment of the minister named above, *The Book of Discipline* of the United Methodist Church requires "a statement to the Bishop from the institution in which the ministry is performed assuring freedom in the fulfillment of ordination vows." (2000 *Discipline*, Paragraph 335.)

The responsibility would involve the following activities:

1. "Insofar as possible should maintain close working relationship with and effective participation in the work of their Annual Conference, assuming whatever responsibilities they are qualified and requested to assume." (Paragraph 335.)
2. They "shall be available and on call to administer the sacraments of Baptism and the Lord's Supper as requested by the District Superintendent of the district in which the appointment is held." (Paragraph 335.)
3. They are expected to relate themselves to a local church and report annually to the charge conference concerning their Ministry and the fulfillment of their condition. (Paragraph 335.)

With these points in mind, do you request the appointment of this person to your institution?

Yes _____ No _____

What is the necessity or the advantage of having an ordained minister serving in this capacity?

Signed _____

Position _____

Address _____