

D. TRANSFER AND TERMINATION OF MEMBERSHIP

Any member in the local church may be terminated as a member by withdrawal, transfer, death or expulsion. The membership secretary should keep an accurate account of all transfers, withdrawals, expulsions and death.

When a request for a transfer is made by a member and granted by the pastor in charge, a certificate of transfer shall be issued as follows:

This is to certify that _____ (member's name) who lives at _____
_____ (address) is a member in good standing in the _____
_____ (church name) _____

(church address, city, state). On his/her request, his/her membership is hereby transferred to the
(new church, address, city, state) and he/she is commended to its confidence, pastoral care and
fellowship.

PASTOR

CLERK

DATE

On receipt of letter of transfer, the receiving pastor shall acknowledge certificate of transfer as follows:

This certificate of transfer of the membership of
_____ (member's name) from the
_____ (church name) in _____
_____ (city and state) to the
_____ (new church name) in _____

_____ (city and state) is hereby acknowledged. _____ (member's name) has been received
and recorded as a member in this church.

DATE

PASTOR

CLERK