



**LAY PERSON SERVING IN SUPPLY AGREEMENT & CHECKLIST**

District: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

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

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Submit Prior to Assignment to Serve in Supply Status**

- Form ACA: Application for Pastoral Appointment/Assignment
- Background/Credit Check
- Form 114: Notarized Disclosure
- Minimum of three reference letters or written notes of phone conversations to check references

**Agreements:**

- I hereby agree that this assignment is to a non-clergy assignment. I am a lay person serving in supply status. I understand that I ***do not*** have the authority to preside over the sacraments of Holy Communion and Baptism.
- I hereby agree to actively support and promote the doctrine, discipline and polity of the United Methodist Church in the local church/charge to which I am assigned.
- I understand that if this assignment extends beyond 12 months, I will choose to pursue either the Candidacy for Ministry process or the Certified Lay Ministry process. Should I decide not to pursue one of these options I understand my assignment will not be renewed.
- I understand that I will be assigned the mentor \_\_\_\_\_ who will provide support in the assignment. This support will include assuring that the church(es) in this assignment will have access to the sacramental rights of the church.
- I understand I need to attend the next offered New Pastor Orientation for boundary and connectional training.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Conference Superintendent

\_\_\_\_\_  
Date