

The United Methodist Church – Pacific Northwest Annual Conference

Leave of Absence Form

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_

Charge Conference in which membership is held: \_\_\_\_\_

Please attach a copy of your most recent written report to your Charge Conference regarding ministerial duties.

Annual Conference Membership: Full \_\_\_ Local Pastor \_\_\_ Provisional \_\_\_ Associate \_\_\_

Number of years on leave of absence (including this conference year) \_\_\_\_\_

Present employment: \_\_\_\_\_

Please respond to both inquiries:

Do you desire to request an end to your leave of absence at the next session of Annual Conference? (Please check one) Yes \_\_\_ No \_\_\_

If yes, please fill out the "Application for Change in Clergy Relationship"

Do you desire to request an extension of your leave of absence for the coming appointment year? (Please check one) Yes \_\_\_ No \_\_\_

If yes, please use the reverse side or an attachment to outline specific reasons pertaining to your request.

Signature: \_\_\_\_\_

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

Please note these Disciplinary stipulations:

- 1. Clergy members seeking to end their Leave of Absence with an appointment by the Bishop must submit their written request to the Board of Ordained Ministry six (6) months prior to the session of Annual Conference. (2012) ¶354.11
2. Clergy members requesting an extension of the Leave of Absence must do so by written request to the Conference Relations Committee of the Board of Ordained Ministry. (2012) ¶354.3
3. When clergy members fail to report to the Board of Ordained Ministry annually, the complaint procedures may be invoked. (2012) ¶354.9