



The Presbytery of Carlisle

2601 N. Front St., Harrisburg, PA 17110

Phone: 717-737-6821 | Fax: 717-730-9137 | Web: www.carlislepby.org

December 9, 2020

Dear Friends in Christ:

As our primary source of income is the giving of our congregations, we again thank you for your Per Capita and Mission gifts, which make it possible for the Presbytery of Carlisle to serve well our congregations and the communities within and beyond our bounds. This forms a very meaningful part of our shared participation in Christ's ministry!

Another significant aspect of your faithful work in Christ's service as clerks of your churches' sessions, is your responsibility to report to the Office of the General Assembly (OGA) and Carlisle Presbytery various pieces of important information. Facts and figures may not come immediately to mind as pertinent to the act of ministry but as the Book of Order explains, our faithful administration of these things indeed bears witness to the great, good things the Spirit is up to in our midst for the transformation of the world God so loves: "*Mission determines the forms and structures needed for the church to do its work, Administration is the process by which a council implements its decisions. Administration enables the church to give effective witness in the world to God's new creation in Jesus Christ and strengthens the church's witness to the mission of the triune God.*" (G-3.0106)

Referenced below you will find a number of forms to be returned to the Presbytery Office.

Reports to be Completed and Returned to the Presbytery -

2021 Minimum Terms of Call	<i>This is an information item</i>
2021 Terms of Call Report Form	Return to the Attention of Meg Shoeman
Necrology Report	Return to the Attention of Meg Shoeman
Report of Elders who died between January 1, 2020 and December 31, 2020	
Church Indebtedness and Insurance Coverage Form	Return to the Attention of Debby Madden
Church Contribution Form	<i>Used when submitting payment to the Presbytery.</i>
Directory Information Form	Submitted Online Attention Christie Ward

Attached you will find the Directory Information currently listed for your congregation. For the sake of convenience and accuracy, we've created a webpage where you can enter only the information that's changed. Click [here](#) to get started.

Please note this year's deadline for submission of Year End Reports: Friday, February 5, 2021

Online fillable versions of all of these forms can be found here: carlislepby.org/forms/clerks. You may complete the fillable forms and email them to office@carlislepby.org or complete the hard copy forms and mail them to: **The Presbytery of Carlisle**, 2601 N. Front Street, Suite 107, Harrisburg, PA 17110