**Charge Conference Checklist for Pastors 2018**

*(This checklist is provided for the pastor’s convenience.*

*It is not necessary to return it to the district superintendent.)*

**CHURCH      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PASTOR(S)    \_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

2018-Instructions: General (5 pages)

2018-Instructions: Pastor’s Compensation (7 pages)

2018-Instructions: Insurance (1 page)

2018-Instructions: Pension (1 page)

2018-Attendance Registration

2018-01A or B Charge Conference Report  ***Signatures***

2018-02 Pastor’s Charge Conference Report ***(Form plus written report)***

2018-02 Reaching and Discipling 2400+ & 2400  ***Signatures***

2018-03 Recommendations for Ministry

2018-04 Certified Lay Servant’s, Certified Lay Speaker, CLM Annual Reports  ***Signatures***

2018-05A or B Service Schedule: A-Single; B-Multi-Church Charge

2018-06A Report of Clergy Support or -06B Assigned Supply  ***Signatures***

2018-07 Accountable Reimbursement Policy  ***Signatures***

2018-08 Medical Reimbursement Policy  ***Signatures***

2018-09 Request forEquitable Compensation ***(IF APPLICABLE)***  ***Signatures***

2018-10 Nominations (Hard Copy created by conference and distributed by district)

2018-11 Parsonage Inspection & Needs Assessment  ***Signatures***

2018-12 Multiple Church Charge Trustees Only

2018-13 Annual Report of Trustees  ***Signatures***

2018-14 Annual Report of the Committee on Finance  ***Signatures***

2018-15 Gifts and Service to Mission

2018-16 Fair Share Form  ***Signatures*** (Hard Copy created by conference and distributed by district)

2017-17 Certificate of Election of Charge Trustees (Usually applies only to multi-point charges)

2018-18 Certificate of Election of Trustees ***(Courthouse filing required if there are changes)***

Additional Reports: Retired Pastors, Annual Report of Deacon, Extension Ministry

Additional forms included in this packet are: Annual Reports for Retirees; Account Reimbursement Items; Internal Controls; Opportunities for Ministry, Fair Share Calculations;