**Charge/Church Conference**

**Check List for 2023**

**Please do not bind the District Copy of your packet**

Church \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_1. Committee on Nominations and Development Report (suggested format provided)

\_\_\_\_2. Lay Servant Ministries Annual Report/Application Form (District Form-provided)

\_\_\_\_3. 2023 Compensation Information (Conference Form – provided)

\_\_\_\_3a. 2023 Equitable Compensation Form (IF NEEDED) (Found on RTC Website)

\_\_\_\_4. Membership Audit (District Form – provided)

\_\_\_\_5. 2024 Local Church Information Sheet (District Form – provided – **All Addresses, Phone Numbers and Emails are needed – please fill out completely. Thank you!)**

\_\_\_\_6. Pastors Report (Form Provided or GCFA Website)

\_\_\_\_7. Continuing Education Report (District Form – provided)

\_\_\_\_7a. Reports from other clergy related to the charge (Your Form)

\_\_\_\_8. Trustee Report (Form Provided or GCFA Website)

\_\_\_\_9. Trusted con Conconfianza (Conference Form – provided)

\_\_\_\_10. Finance Report (Your Form or GCFA form provided)

\_\_\_\_10a. Copy of a 2022 year-end Financial Audit (your form or Fund Balance Report provided - Audit Guide available – GCFA website)

\_\_\_\_11. Lay Members to Annual Conference – (please mail the original as soon as possible to the address on the form and place a copy in the District Packet.

\_\_\_\_12. Response to District Nominations Committee (form provided as needed)

\_\_\_\_13. Minutes and Sign-in Sheet from your **Administrative Board Meeting** where all Charge Conference repots were presented, perfected and approved.