



West Ohio Conference *Annual Report Memo*

Greetings from the West Ohio Conference Office of Ministry and the Board of Ordained Ministry! It's that time again...Annually, it is necessary for you to communicate current status and progress. To assist in that process, there are a number of required items for you to submit. **The deadline for your submission is September 15, 2020.**

All of these documents are available for download from the Conference website. Navigate to westohioumc.org, click "Resources" and click Forms and Documents. You will see Office of Ministry forms and documents. On the page this opens, you will find the Annual Report link. This link will allow you to download the following:

<http://www.westohioumc.org/conference/ministry-forms-documents>

1. Annual Report 2020

This form will communicate data about progress and what we can expect you will request for the 2021 session of the West Ohio Conference. Please take some time with question 5. Since this download includes a report form for a number of statuses, make sure you select the report form that corresponds to your status.

2. Notarized Statement

I know...you've done this one before...It is one we require each year.

3. Notice to Candidates...

This document will assist you in understanding the rules regarding Licensing (*both for Pastoral Ministry and the Practice of Ministry whichever applies to you*). It will also help you understand the WOC's interpretation of the rules. If you are licensed or intend to be licensed, you will find this an important document.

4. Authorization to Release Personal Data

Again, this is an annual requirement.

I realize this seems like a lot of paperwork each year. Thank you for taking the time to complete it. There are many of you for whom we are responsible, this helps us care for you better.

REMEMBER TO KEEP A COPY OF EVERYTHING YOU SEND US!