

1.

REQUEST FOR TRANSFER OF CHURCH MEMBERSHIP

TO: The Clerk of the SDA Church

FROM: The Clerk of the SDA Church

We have received a request from.....
who now holds membership in your church, to unite with the
..... Seventh-day Adventists Church.

As soon as the transfer has been authorized kindly send notice to:

Church Clerk:

Address:

.....

Date:20.....

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REQUEST PROCEDURE

1. This letter of request is sent to the clerk of the granting church (church of membership) which recommends the transfer.
2. When the transfer is recommended by vote of the church in business meeting, notice is immediately sent to the clerk of the receiving church (where is seeking to transfer).
3. This application is valid for six (6) months.

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**RECOMMENDATION CARD FOR TRANSFER
OF CHURCH MEMBERSHIP**

TO: The Clerk of the SDA Church

FROM: The Clerk of the SDA Church

This is to certify thatwho is desirous
of uniting with the church is in
regular standing. Our church has voted the transfer of membership and
cordially recommends him/her to your care.

Church Clerk:

Address:

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Date:20.....

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RECOMMENDATION PROCEDURE

1. The Church Board recommends the name to the general church body for vote.
2. When the action is taken, the name is entered into the records of the receiving church (where member is seeking membership).
3. Notification of this action should be sent to the clerk of the granting church through the return card.

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RETURN CARD FOR TRANSFER OF CHURCH MEMBERSHIP

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Church Clerk:

Address:

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RETURN PROCEDURE

1. The transfer of membership is not completed until this notice is sent to this granting church.
2. When the return card is sent to the clerk of the granting church, the name is finally removed from the membership record by the church clerk.

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