

REQUEST FOR ADMINISTRATIVE COMMISSION To Ordain/Install a Teaching Elder

Name:	Home phone:	E-mail:
Church:	Church phone:	Position:
Church (physical) Address:	City:	State: Zip:
Date of Service:	Place:	Time:

Requirements for Membership of the Commission

- ◆ At least five members from Salem Presbytery
- ◆ Equal number of elders and ministers
{if odd number of members, additional person may be elder or minister}
- ◆ No more than one elder from any congregation
- ◆ Diverse makeup: men/women, racial ethnic, different size churches
- ◆ Guests are **NOT** counted in membership of commission. They may do any task except Preside/Propound.

RESPONSIBILITY (Member of Salem ONLY)	NAME	E-MAIL	ADDRESS	CHURCH	PRESBYTERY	MINISTER/ ELDER
1. Preside & Propound the Constitutional Questions						
2. Preach the Sermon						
3. Charge the Minister						
4. Charge the Congregation						
5. Prayer of Ordination/Installation						
6. Lead in Worship (optional)						
7. Lead in Worship (optional)						

Are Clergy asked to wear robes? Yes No If yes, what color? _____

Form should be returned to Salem Presbytery at: lscott@salempresbytery.org ; FAX: (336)766-7153 or P. O. Box 1763, Clemmons, NC 27012