

SAMPLE PASTORAL CALL FORM

Pastoral Call

(for Pastor, Co-Pastor, Associate Pastor)

The _____ Presbyterian Church of _____
belonging to _____ Presbytery, being well satisfied with your qualification for ministry
and confident that we have been led to you by the Holy Spirit as one whose service will be profitable to the spiritual
interests of our church and fruitful for the Kingdom of our Lord, earnestly and solemnly calls you,

(name)

to undertake the office of

of this congregation, beginning _____, promising you in the discharge of your duty all proper
support encouragement and allegiance in the Lord.

That you may be free to devote full-time (part-time) to the ministry of Word and Sacrament among us, we promise
and obligate ourselves to pay you in regular monthly payments the following effective salary and following
vouchered expenses (fill in those which are agreed to):

Effective salary

Cash Salary \$ _____
Fair rental value of manse \$ _____
Housing Allowance \$ _____
Utilities Allowance \$ _____
Deferred Compensation \$ _____
Other allowances \$ _____
Total \$ _____

Reimbursable expenses (by voucher)

Automobile expense (___per mile) \$ _____
Business/professional expenses \$ _____
SECA Supplement (up to 50%) \$ _____
Continuing Education \$ _____
Other allowances \$ _____
Moving Costs (up to) \$ _____

Full medical, pension, disability, and death benefit coverage under the Board of Pensions

Paid Vacation _____

Paid Continuing Education _____

We further promise and obligate ourselves to review with you annually the adequacy of this compensation.

In the seventh year of service, the congregation will provide for a three-month Clergy Renewal Leave, continuing
the salary and benefits for that period, and providing for pulpit supply in the pastor's absence.

In testimony whereof we have subscribed our names this ____ day of _____, 20__.

Having moderated the congregational meeting which extended this call for ministerial services, I do certify that the
call has been made in all respect according to the presbytery policy and the Form of Government, and that the
persons who signed the foregoing call were authorized to do so by vote of the congregation.

Vote of the congregation at the meeting was _____ in favor of the candidate and _____ opposed.

(signed) _____
moderator of the meeting

Certification of Call

A. Action by Presbytery of Call

1. The Presbytery of _____ has reviewed and approved this call.

Date of action _____ (Signed) _____
Stated Clerk or Authorized Signer

B. Action by the Minister's/Candidate's Presbytery

1. The Presbytery of _____ finds it expedient (not expedient) to release _____ to accept this call.

Date of action _____ (Signed) _____
Stated Clerk or Authorized Signer

C. Acceptance of the Call

This is to certify that I have received and accepted the call.

Date of action _____ (Signed) _____
Minister

Complete and sign four original copies. When all parties have signed, an original copy goes to 1) the minister, 2) the calling church, 3) the presbytery of call and 4) the minister's presbytery of membership/care.