

NEW DATES FOR RENEWAL 2016

August 11, 2015

Dear Pastor, Minister:

Blessings in the name of our Lord Jesus Christ to you and your family!

The time to renew your credentials with the Southern Pacific District is fast approaching now that the motion for a change the Credential renewal date for this year was approved by the Executive and District Presbytery last April

In the past the renewal date for the General Council and the District has been during the month of December. However this year, with the intention to help our pastors and ministers to follow the process in time and avoid paying penalties to both our District and the General Council, the renewal date for the District credentials has been moved to **October 31**. This new date will better serve the Credential Committee and will help our ministers with the financial burden they sometimes undergo during the month of December.

Once again, the Secretary Treasurer's office is ready to begin the credential renewal processing for the year. In light of the recent changes made, we ask that you to please carefully review this packet before you begin your **CREDENTIAL RENEWAL**.

You will receive **TWO RENEWAL FORMS**

- **One From SOUTHERN PACIFIC DISTRICT** (Included in this package.)
 - a. The deadline to mail your District Renewal Form to our office is **October 31, 2015**. The envelope must be postmarked by the post office no later than October 31, 2015 to be considered on time. Keep in mind that you must send the **District Renewal Form** to our office by the deadline.
 - b. One of the forms is titled **CREDENTIAL RENEWAL 2016**, which is attached. Please take the time to fill out this information form completely, and return to our office. This form will also be available on our website at www.southernpacificdistrict.org
- **Second From GENERAL COUNCIL** (Sent from General Council at the end of October.)
 - a. When you receive the form from General Council, you may fill it out and mail it to the District or you can renew **"ONLINE"** with the General Council, which we encourage you to do.
 - b. If you do not receive your renewal form by early November, you can go to www.ag.org -select General Secretary section and download your form in PDF format. You will need your ag-passport to log in. If you need help with this, please feel free to contact our office.

- c. An electronic renewal is also available from the General Council. There is a link on our website that directs you to the the General Council website.
- d. Even though there are two separate renewals, please make sure to send both Renewals to the District Office before the two deadlines.

Attached you will also find the financial report ending July 31, 2015 for your personal contributions as well as the church contributions, if you are a pastor. If there is any discrepancy with your records, please call our office as soon as possible so that we may resolve it. We have also enclosed the *Housing Allowance 2016* for your records. Do not mail it back to our office, however if you are a sovereign church, make sure to have that form signed by the secretary – treasure of your church and keep for records.

Our office team is ready to serve you during this time of renewal. Call us at 626-968-5088 ext. 401 (Mary Ann Hernandez) – ext. 423 (Business Office) or email us at mhernandezspd@gmail.com or scarrizospd@gmail.com.

I want to thank you for your support to our District. May the blessings of our Lord be with you always.

In Christ,

Rev. Silvia Carrizo
Secretary - Treasurer