

**First Presbyterian Church of
Record of Death**

Name of Deceased _____

Residence _____

Date of Death _____

Place of Burial _____

Date of Burial _____

No. on Membership Roll _____

Notes: _____

**First Presbyterian Church of
Record of Death**

Name of Deceased _____

Residence _____

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Notes: _____

**First Presbyterian Church of . . .
Marriage Registration Form**

Names in Full: _____
Man: _____

Woman: _____

Residence: _____

Date of Marriage _____

Place of Marriage _____

Officiating Minister _____

License Info: _____

Names of 2 _____
Witnesses: _____

**First Presbyterian Church of . . .
Marriage Registration Form**

Names in Full: _____
Man: _____

Woman: _____

Residence: _____

Date of Marriage _____

Place of Marriage _____

Officiating Minister _____

License Info: _____

Names of 2 _____
Witnesses: _____

**First Presbyterian Church of
Baptism of Infant or Child**

Name of Child _____

Name of Parents _____

Date of Birth _____

Place of Birth _____

Place of Baptism _____

Date of Baptism _____

**Name of Minister
Administering Sacrament** _____

**Child's
Address** _____

**First Presbyterian Church of
Baptism of Infant or Child**

Name of Child _____

Name of Parents _____

Date of Birth _____

Place of Birth _____

Place of Baptism _____

Date of Baptism _____

**Name of Minister
Administering Sacrament** _____

**Child's
Address** _____

**First Presbyterian Church of
Adult Baptism**

Name _____

Parents' Names _____

Date of Birth _____

Date of Baptism _____

**Name of Minister
Administering Sacrament** _____

Residence _____

**First Presbyterian Church of
Adult Baptism**

Name _____

Parents' Names _____

Date of Birth _____

Date of Baptism _____

**Name of Minister
Administering Sacrament** _____

Residence _____

MEMBERSHIP APPLICATION
FIRST PRESBYTERIAN CHURCH
Orange, California

Date: _____

Mr. Mrs. Miss Ms.

Name: _____
Last Name First Middle

Maiden Name: _____ Home Phone: _____

Cell Phone: _____ EMAIL: _____

Address: _____

Place of Birth: _____ Date of Birth: _____

Father's Name: _____

Mother's Name: _____

Children in Family: _____

Name	Date of Birth	Baptized Yes/No
_____	_____	_____
_____	_____	_____
_____	_____	_____

If Children are baptized please give information on back.

Have you been baptized? (Yes or No) _____

How are you uniting?

Confession of Faith _____

Reaffirmation of Faith _____

Certificate of Transfer _____

If you come by one of the last two, please supply the following:

Name of Previous Church _____

Address of Church _____

Please share with us any previous church experience you may have had. (Including any offices held, etc.)

For Office Use Only:

Date Approved by Session: _____

Date of Reception into Membership: _____

Membership Number: _____

**First Presbyterian Church of
Directory Information**

Household Information

Name: _____

Birthday: _____
Month/day

Address: _____

Home Phone: _____

Cell Phone: _____

EMAIL: _____

Children in Family:

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Please put any additional names and any information for
office use only on the back.

**First Presbyterian Church of
Directory Information**

Household Information

Name: _____

Birthday: _____
Month/day

Birthday: _____
Month/day

Address: _____

Home Phone: _____

Cell Phone: _____

EMAIL: _____

Children in Family:

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Name: _____

Birthday: _____

Please put any additional names and any information for
office use only on the back.

HOW TO WRITE UP YOUR MINUTES

IF THIS HAPPENED

WRITE THIS

- | | | |
|-----|--|--|
| 1. | Half the members showed up and talked for awhile. | The committee met and evaluated the situation. |
| 2. | Everybody talked a lot. | We explored all possible solutions to the problem. |
| 3. | Nobody understood it. | A great deal of necessary work will be necessary before the proposal can be acted upon. |
| 4. | Nothing was accomplished. | The results were inconclusive. |
| 5. | Nobody budged an inch. | While no agreement was reached, we feel that definite progress was made towards resolving differences. |
| 6. | Somebody guessed. | The estimate has been made that --- |
| 7. | This is what I think. | It is suggested that the wisest and more feasible course --- |
| 8. | One other person agreed with me. | It is widely accepted --- |
| 9. | A couple of others think so too. | Therefore, the consensus is --- |
| 10. | Nobody understood the question. | As yet, it has not been possible to provide definite answers. |
| 11. | Delayed indefinitely. | Further investigation is recommended. |
| 12. | We absolve ourselves of all future responsibility. | This concludes the committee(s) appraisal of the situation. |
| 13. | Let somebody else do it next time. | It is hoped that this report will stimulate increased interest in the problem. |

New FOG...The New Form of Government...What is it? So What?

I've had many questions about the New Form of Government, the G Section of the Book of Order. So here are some highlights to guide sessions, especially clerks of session as you move into the new year.

Decisions Congregations Need to Make

- Determine the quorum for congregational meetings (G-1.0501)
- Determine the period of minimum notice for a congregational meeting (G-1.0502)
- Determine whether the congregation wishes to adopt *Robert's Rules* as parliamentary authority
- Determine the size and composition of the congregational nominating committee (G-2.0401)

Decisions Sessions Need to Make And Actions to Take

- Whether to keep a list of inactive members (G-1.04)
- How will you prepare people for active membership? (G-1.0402)
- How will you examine those elected as deacons and ruling elders? (G-2.0104b)
- What term will the session clerk serve? (G-3.0104)
- What term will the treasurer serve? (G-3.0205)
- Develop a manual of operations, including a sexual misconduct policy and a process for financial review (G-3.0106, 3.0113, and 3.0205)
- Maintain property and liability coverage (G-3.0112)
- Determine the quorum for session meetings (G-3.0203)

Take your time in making decisions. If you are not ready to move forward, do what the Presbytery did: **Pass this stop-gap policy.**

(Church's Name) adopts the 2009-2011 edition of the *Book of Order* as the guide for the administration of mission, except when:

- it conflicts with the 2011-2013 Form of Government or any subsequent versions of the Constitution of the PC(USA)
- it conflicts with the church's own current Bylaws, Standing Rules, or Manual of Administrative Operations, or relevant policies of the Presbytery or Synod of So. California and Hawaii
- it conflicts with relevant civil laws it is amended by vote of the Congregation and/or Session.

If you have questions give me a call and if I don't know the answer, I'll find someone who does.