



West Ohio Conference

2023 Annual Report Memorandum

Greetings from the West Ohio Conference Office of Ministry and the Board of Ordained Ministry! Once again we are asking you to communicate your current status and progress. To assist in that process, there are a number of required items for you to submit. *The deadline for your submission is September 15, 2023.*

The Annual Report form will be submitted into a confidential Google Doc. The instructions for setting up a Google email account to access the document is below.

<https://docs.google.com/document/d/1q31ZdSQ-mVHf2FvjR8LE8loi9htlSOr1SJD-KrU3QEU/edit?usp=sharing>

Please click the appropriate link for your status to enter your Annual Report information.

The other required documents are available for download from the Conference website. Navigate to westohioumc.org, click Office of Ministry and then scroll to the bottom of the page for Forms and Documents. By clicking the Forms and Documents link, you will find the Annual Report link. This link will allow you to download the following:

[Office Of Ministry Forms & Documents | West Ohio Conference of The United Methodist Church \(westohioumc.org\)](http://westohioumc.org/Office-Of-Ministry-Forms-&-Documents)

1. Annual Report 2023

This form will communicate data about your progress and what we can expect you to request for the 2024 session of the West Ohio Conference. Please take some time to complete the entire form. Since this download includes a report form for a number of statuses, make sure you select the report form that corresponds to your status.

- **Certified Candidates Link**
<https://forms.gle/n1TJtNakqb6qQk2A8>
- **Local Pastors Link**
<https://forms.gle/wMen5NhEuqMkhusm6>
- **Provisional Member Link**
<https://forms.gle/oc4eEBsxBLgK3Wtp8>

2. Notarized Statement

This is an Annual requirement for all candidates.

- [Notarized Statement](#)

3. Notice to Candidates

This document will assist you in understanding the rules regarding Licensing (*both for Pastoral Ministry and the Practice of Ministry whichever applies to you*). It will also help you understand the WOC's interpretation of the rules. If you are licensed or intend to be licensed, you will find this an important document.

[NOTICE TO CANDIDATES FOR ELDER OR DEACON OR LOCAL PASTOR \(westohioumc.org\)](https://www.westohioumc.org)

4. Again, this is an annual requirement. I realize this seems like a lot of paperwork each year. Thank you for taking the time to complete it. There are many of you for whom we are responsible, this helps us care for you better.

[Release Information form.pdf \(westohioumc.org\)](https://www.westohioumc.org)

REMEMBER TO KEEP A DIGITAL AND HARD COPY OF ALL YOUR SUBMISSIONS.