

### MINUTES FOR ORDINATION AND/OR INSTALLATION

A secretary shall be appointed, to complete the minutes and return them to the Stated Clerk of the Presbytery.

The Commission appointed for the ordination and or installation (circle appropriate) of

\_\_\_\_\_ as \_\_\_\_\_ of \_\_\_\_\_ Church, met at the  
\_\_\_\_\_ church, in \_\_\_\_\_ (City and State) on date:  
\_\_\_\_\_

The following were present as members of the commission:

Teaching Elders

- 1. \_\_\_\_\_ Church: \_\_\_\_\_
- 2. \_\_\_\_\_ Church: \_\_\_\_\_
- 3. \_\_\_\_\_ Church: \_\_\_\_\_

Ruling Elders

- 1. \_\_\_\_\_ Church: \_\_\_\_\_
- 2. \_\_\_\_\_ Church: \_\_\_\_\_
- 3. \_\_\_\_\_ Church: \_\_\_\_\_

Guest

- 1. \_\_\_\_\_ Church: \_\_\_\_\_
- 2. \_\_\_\_\_ Church: \_\_\_\_\_
- 3. \_\_\_\_\_ Church: \_\_\_\_\_

The meeting was opened with prayer by \_\_\_\_\_ and \_\_\_\_\_ was elected Moderator and \_\_\_\_\_ was elected Secretary.

In conformity with the *Book of Order*, \_\_\_\_\_ preached a sermon. \_\_\_\_\_ presided, recited the presbytery proceedings, and propounded the constitutional questions. \_\_\_\_\_ asked the congregational questions. The charge to the minister was delivered by \_\_\_\_\_, the charge to the congregation by \_\_\_\_\_.

The minister and the congregation having answered these questions in the affirmative, \_\_\_\_\_ was duly ordained and or installed. The presiding officer read the formal declaration of ordination and installation. After prayer and the singing of a hymn, the benediction was pronounced by \_\_\_\_\_. The minutes were read and approved and the closed with prayer.

The Administrative Commission was dismissed at the Benediction of the worship service.

Secretary: \_\_\_\_\_

**It is the policy of the Presbytery to make a special offering at ordination and installation services for the purpose of a scholarship fund for inquirers and candidates for ministry from the Presbytery.**