

**380 LOCAL CHURCH FORMS**

The following forms are provided at (<https://www.fmcic.ca/380-local-church-forms/>) on The Free Methodist Church in Canada website:

**¶381A LAY MINISTER’S LICENSE**

*This certifies that* \_\_\_\_\_ is authorized to officiate as a LAY MINISTER in the \_\_\_\_\_ Church for one year, provided his/her spirit and practice are such as become the Gospel of Christ, and his/her teachings correspond with the established doctrines of the Holy Scriptures as held by the Free Methodist Church.

Done by order of the Official Board of the \_\_\_\_\_ Society of The Free Methodist Church in Canada.

Done at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
\_\_\_\_\_  
\_\_\_\_\_  
Pastor  
Secretary

**¶381A (CP) LAY MINISTER’S LICENSE-CHURCH PLANTER**

*This certifies that* \_\_\_\_\_ is authorized to officiate as a CHURCH PLANTER LAY MINISTER in the \_\_\_\_\_ Church Plant/Neighbourhood for one year, provided his/her spirit and practice are such as become the Gospel of Christ, and his/her teachings correspond with the established doctrines of the Holy Scriptures as held by the Free Methodist Church.

Approved by the Director of Church Planting in consultation with the Church Planting Coach \_\_\_\_\_ of The Free Methodist Church in Canada.

Done at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
\_\_\_\_\_  
\_\_\_\_\_  
*Director of Church Planting*  
*Church Planting Coach*

**¶381B RENEWAL OF LAY MINISTER’S LICENSE**

The license of \_\_\_\_\_, a LAY MINISTER in the \_\_\_\_\_ Church is hereby renewed for one year, subject to the requirements of *The Manual*.

Signed by order of the Official Board of \_\_\_\_\_ Society of The Free Methodist Church in Canada, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
\_\_\_\_\_  
\_\_\_\_\_  
Pastor  
Secretary

**¶382A TRANSFER OF MEMBERSHIP**

*This is to certify that* \_\_\_\_\_, a member in good standing of the \_\_\_\_\_ Free Methodist Church is cordially recommended to \_\_\_\_\_ membership at \_\_\_\_\_

\_\_\_\_\_ or any other place. When he/she is admitted to another Society, membership in this Society shall cease. This certificate must be deposited with another Free Methodist Church within one year, unless renewed.

Member's date of baptism: \_\_\_\_\_.

Check where appropriate:

Member is: \_\_\_\_located deacon \_\_\_\_located ordained minister

Dated \_\_\_\_\_

Pastor \_\_\_\_\_

### **Acknowledgment of Transfer**

You are hereby notified that \_\_\_\_\_ has been duly received as a member of this Society upon a certificate issued by the Society of which you are the pastor.

Dated \_\_\_\_\_

Pastor \_\_\_\_\_

**¶382B TRANSFER OF ADULT MEMBERSHIP TO ANOTHER DENOMINATION**

*This is to certify* that \_\_\_\_\_, who wishes to become a member of another evangelical church, is a member in good standing at \_\_\_\_\_ Church and is cordially commended to the fellowship of \_\_\_\_\_ or any other such church with which \_\_\_\_\_ may desire to unite. His/her membership in the Free Methodist Church ceases when this certificate is given.

Member's date of baptism: \_\_\_\_\_.  
Dated \_\_\_\_\_  
Pastor \_\_\_\_\_

**¶382C TRANSFER OF YOUTH MEMBERSHIP**

*This is to certify* that \_\_\_\_\_, a youth member in good standing at \_\_\_\_\_ church is cordially commended to the \_\_\_\_\_ church in \_\_\_\_\_ or in any other place. When he/she is admitted to another society, membership in this society shall cease. This certificate must be deposited with another Free Methodist church within one year, unless renewed.

Member's date of birth \_\_\_\_\_ and of baptism \_\_\_\_\_.  
Date received to youth membership \_\_\_\_\_.  
Member has \_\_\_\_\_, has not \_\_\_\_\_, been baptized; has completed instruction classes \_\_\_\_\_.  
Dated \_\_\_\_\_  
Pastor \_\_\_\_\_

**¶383A RESTORATION OF CREDENTIALS**

*This is to certify* that the Official Board of the \_\_\_\_\_ Society hereby recommends to the Ministerial Education, Guidance and Placement Committee of The Free Methodist Church in Canada that the ordination credentials of \_\_\_\_\_ who has fellowshipped with this congregation for the past \_\_\_\_\_ months be restored.

Done in the regular session at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and signed on behalf of the board by  
\_\_\_\_\_  
\_\_\_\_\_  
*Pastor*  
*Secretary*

**¶383B RECOMMENDATION FOR MINISTERIAL CANDIDACY**

*This is to certify* that \_\_\_\_\_, a Lay Minister in \_\_\_\_\_ Church is recommended to the Ministerial Education, Guidance and Placement Committee to be considered for Ministerial Candidacy and that once s/he becomes a Ministerial Candidate, s/he is also recommended for appointment as \_\_\_\_\_ (Lead, Associate or Assistant Pastor) at this local church.

Done by order of the Official Board of the \_\_\_\_\_ Society of The Free Methodist Church in Canada at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.  
\_\_\_\_\_  
\_\_\_\_\_  
*Pastor*  
*Secretary*

**¶381A (CP) LAY MINISTER’S LICENSE-CHURCH PLANTER**

*This certifies that \_\_\_\_\_ is authorized to officiate as a CHURCH PLANTER LAY MINISTER in the \_\_\_\_\_ Church Plant/Neighbourhood for one year, provided his/her spirit and practice are such as become the Gospel of Christ, and his/her teachings correspond with the established doctrines of the Holy Scriptures as held by the Free Methodist Church.*

Approved by the Director of Church Planting in consultation with the Church Planting Coach \_\_\_\_\_ of The Free Methodist Church in Canada.

Done at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
*Director of Church Planting  
Church Planting Coach*

**384A Questions to become an Affiliated Congregation**

Before a Free Methodist Affiliation Certificate is signed, the bishop (or a designee) shall ask those who are to become charter members, the following questions:

1. Do you today reaffirm your commitment to Jesus Christ to work under His leadership to build His church?
2. Do you today reaffirm your loyalty to the ministry of \_\_\_\_\_ *(name of local church)* ?
3. Are you now willing to be a Free Methodist Affiliated Congregation of The Free Methodist Church in Canada by agreeing together to adopt *The Manual of The Free Methodist Church in Canada*, and are you willing to be guided by it and live in harmony with it as a congregation?



**¶385A APPLICATION TO MORTGAGE PROPERTY OF THE FREE METHODIST CHURCH**

**Name of Church:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Legal description of property:** \_\_\_\_\_

\_\_\_\_\_

**Type of Building:** \_\_\_\_\_

**Amount of Mortgage required:**

**Amount of existing Church debt:**

*Estimated value of property:*

**The title for all property deeds is to be drawn up in accordance with the Second Schedule of the Act of Incorporation and Paragraph 385 of *The Manual*.**

**Date mortgage authorized by Society:** \_\_\_\_\_

**Date mortgage approved by the Trustees, FMCC:** \_\_\_\_\_

**Names & Addresses of Trustees:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MORTGAGE TERMS**

- *Mortgage term is 1, 3, or 5 years, renewable.*
- *Interest rate is as established at date of mortgage advance, adjusted annually on the anniversary date to the rate then in effect.*
- *Mortgage financing limit is \$600,000.*
- *Repayment schedule is based on blended payments of principal and interest, amortized over 20 years.*
- *Mortgage is open and can be paid in full or in part at any time without notice or penalty.*
- *Adequate insurance coverage is mandatory; the interest of The Free Methodist Church in Canada as First Mortgage is to be shown in the insurance policy.*
- *All legal fees are to be paid by the Church for which the mortgage financing is provided.*
- *Note: Please provide last year's financial statement, budget interim statements for current year.*

\_\_\_\_\_  
**Application Date**

\_\_\_\_\_  
**Secretary, Official Board**

\_\_\_\_\_  
**Director, Administrative Services  
The Free Methodist Church in Canada**

**¶385B APPLICATION TO PURCHASE PROPERTY FOR THE FREE METHODIST CHURCH**

Name of Church: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Legal Description: \_\_\_\_\_

Type of Building: \_\_\_\_\_

Size of Property: \_\_\_\_\_

Purchase Price: \_\_\_\_\_

**The title for all property deeds is to be drawn up in accordance with the Second Schedule of the Act of Incorporation and Paragraph 385 of *The Manual*.**

Names & Addresses of Trustees:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date purchase authorized by Society: \_\_\_\_\_

Date purchase approved by the Trustees, FMCIC: \_\_\_\_\_

\_\_\_\_\_  
***Application Date***

\_\_\_\_\_  
***Secretary of Official Board***

\_\_\_\_\_  
***Director of Administrative Services  
The Free Methodist Church in Canada***

**¶385C APPLICATION TO SELL PROPERTY OF THE FREE METHODIST CHURCH**

Name of Church: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Legal Description: \_\_\_\_\_

Type of Building: \_\_\_\_\_

Size of Property: \_\_\_\_\_

Name on the Deed: \_\_\_\_\_

Purpose of Sale: \_\_\_\_\_

Appraised Value: \_\_\_\_\_

Expected from Sale: \_\_\_\_\_

Disposition of Proceeds: \_\_\_\_\_

Names & Addresses of Trustees:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date sale authorized by Society: \_\_\_\_\_

Date sale approved by the Trustee, FMCC: \_\_\_\_\_

\_\_\_\_\_  
**Application Date**

\_\_\_\_\_  
**Secretary of Official Board**

\_\_\_\_\_  
**Director of Administrative Services  
The Free Methodist Church in Canada**



### ¶386 Application for Period of Grace – FMCiC Core Ministries, Giving Streams

On behalf of \_\_\_\_\_ Church, we reaffirm our congregation’s loyalty to the Free Methodist Church in Canada and our desire to continue to be a committed member congregation of the FMCiC movement in Canada.

As leaders, we acknowledge that we have not been keeping our Core Covenant and, in the spirit of open communication with the FMCiC, we hereby apply for a “Period of Grace” with respect to our support of Core and Giving Streams Ministries as provided for in ¶375.3.4 of *The Manual of The Free Methodist Church in Canada*.

The reason(s) for our lack of full Core support is/are:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **Our Goals:**

**Core Ministries:** The Lord Jesus being our helper, we intend to give

- in this budget Year, \_\_\_\_\_% of our Operating Income (as defined by ¶440.2.2 of The Manual)
- in the next budget Year, \_\_\_\_\_% of our Operating Income
- in the following budget Year our goal will be \_\_\_\_\_% of our Operating Income

**Giving Streams Ministries:** The Lord Jesus being our helper, we intend to give

- in this budget Year: Church Planting \_\_\_\_\_ Global Missions \_\_\_\_\_ Leadership Dev. \_\_\_\_\_
- next budget Year: Church Planting \_\_\_\_\_ Global Missions \_\_\_\_\_ Leadership Dev. \_\_\_\_\_
- the following budget Year: Church Planting \_\_\_\_\_ Global Missions \_\_\_\_\_ Leadership Dev. \_\_\_\_\_

Signed,

Official Board Chair: \_\_\_\_\_ Pastor: \_\_\_\_\_

\_\_\_\_\_

Delegate: \_\_\_\_\_ Treasurer: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

**Please send this signed application to Mark Molczanski:**

[mark.molczanski@fmcic.ca](mailto:mark.molczanski@fmcic.ca) (PDF), 905.848.2603 (fax), 4315 Village Centre Crt, Mississauga L4Z 1S2 (mail)

**¶375.3.4 Churches Experiencing Financial Challenges Asking for a Period of Grace**

*Paying pastors and keeping the lights on should always remain the first priority. However, rather than fully omitting the payment of the tithe from a church budget, a board should first strive to send a reduced percentage (e.g. 8, 6 or 4%) and communicate this adjustment to the Management Committee of the BOA, through the Director of Administrative Services, with a clear recognition that this decrease is for a time. When this communication is sent, the board should also include goals for how long a period will be required before returning to the full tithe. The plan can propose stages for increasing the percentage within a set timeline. This period of grace should never exceed two years. In extreme circumstances, the church may need to completely halt all payment of the tithe to the national church. If a church remains in this state for the duration of a full year, the National Leadership Team will intervene and see what can be done regarding the church's viability. Churches intending to plant new churches are normally expected to be giving a minimum of 5% to the CORE ministries budget prior to launching a new church.*