

CLERGY MOVING EXPENSE
REQUEST FOR ADVANCE

ACCOUNT #001-5850.900-6015.0003

The Conference Treasurer will make an **advance payment up to \$600.00** to eligible clergy to cover the expense of deposit and fees for moving expenses prior to their move, upon approval by the District Superintendents. This advance payment may be adjusted to cover adequately the initial up front money that must be paid by the moving clergy who move themselves. **Any money that is left over shall be refunded to the Conference Treasurer.** The checklist entitled, "So You're Moving" must be properly signed and returned to the District Superintendent, along with the receipts for moving, before the balance of the moving expense can be mailed by the Conference Treasurer.

DATE: _____

CURRENT DISTRICT: _____

MINISTER'S NAME: _____
Please print FULL name

MINISTER'S SOC. SEC. # _____

CURRENT ADDRESS: _____

NEW APPOINTMENT: _____

AMOUNT: _____

APPROVED BY: _____
District Superintendent

SEE ELIGIBILITY REQUIREMENTS ON BACK

I. Eligibility

- A. Pastors of local churches continuing under appointment to local churches within the Conference, district superintendents, and Conference ministerial staff whose salaries are paid from the Conference treasurer's office.
- B. Pastors in section I.A. who become Conference Evangelists upon moving from an appointment to new residence. Their moving expense to return to any of the above categories will also be paid.
- C. Pastors in section I.A. who retire from serving appointment or who assume approved disability leave or return into active service from approved disability leave.
- D. Widows or widowers of clergy in section I.A. upon moving from place of appointment to new residence.
- E. Pastors moving into an appointment in the North Carolina Conference to assume full-time or student appointments under section I.A.
- F. Interim Supply pastors
- G. Pastors being appointed to leave of absence are entitled to moving expense for one leave of absence.
- H. Persons who are called to active military duty will be entitled to moving expense at the time of call up, if need be, and at the time of return, if need be, if not covered by the military, with substantiation of the military orders.
- I. Persons moving who are not defined above will not be eligible to make claim.