

Report of Administrative Commission to ordain and/or install teaching elder or commission a ruling elder

_____ as Pastor (Associate Pastor) (Commissioned Ruling Elder) or _____ of _____ Presbyterian Church, _____, Texas.

The Commission met at _____ Presbyterian Church, _____, Texas, on _____, 20____, at _____ am/pm with the following present:

Ruling Elders: _____

Teaching Elders: _____

Guests of the Commission: _____
(List names of Presbyteries for guests)

The chair, _____, called the meeting to order with prayer. _____ was elected clerk. The Administrative Commission completed arrangements for the service to follow and recessed to meet in the sanctuary. The afternoon (evening) (morning) worship, including the ordination and/or installation of the teaching elder (commissioning of a ruling elder) began at _____ am/pm. The sermon was preached by _____. The ordination/installation (commissioning) questions (see W-4.4003a-h & I (as appropriate) were asked by the chair and answered affirmatively by the teaching elder (ruling elder). _____ asked the congregation the constitutional questions that the congregation answered affirmatively. The Administrative Commission gathered around the kneeling candidate and ordained the candidate to the office of teaching elder with prayer by _____ and the laying on hands. [OR The Commission gathered around the standing ordained teaching elder or ruling elder during the prayer of installation.]

The chair then declared the (Rev) (Ruling Elder) _____ to be regularly ordained and/or installed (commissioned) as (Pastor) (Associate Pastor) (Designated Pastor or Associate Pastor) (Commissioned Ruling Elder) or _____ of _____ Presbyterian Church or Validated Ministry, _____, Texas. _____ gave the charge to the Pastor (Associate Pastor) (Commissioned Ruling Elder). _____ gave the charge to the congregation.

After the benediction by the newly ordained and/or installed Pastor (Associate Pastor) (Commissioned Ruling Elder), the Administrative Commission read and approved its minutes. It then adjourned with prayer.

_____ (Chair) _____ (Clerk)

Please return this completed form and a copy of the bulletin as soon as possible to:

Stated Clerk
Mission Presbytery
7201 Broadway, Suite 303
San Antonio, TX 78209