WORKING POLICY

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B 98 Procedure for Transferring Churches Between Conferences

When there is an overlapping of conference territory and a church/ congregation desires to change its affiliation from one conference to another, the following procedure must be followed to ensure clear communication, appropriate spiritual process, accountability and outcomes that increase the mission of the church and conferences:

1. The church board of the church desiring to change its affiliation must meet with its conference administrators to discuss the reasons why the church is considering changing its conference affiliation. In no event may the local church contact the other conference before discussing their intention with the home conference. If the other conference receives inquiries from the local church, they should redirect the inquiry to the home conference of the local church.

2. The church board and the church in business meeting must vote to request that the church be transferred to another conference. This action must be approved by at least a two-thirds majority vote in a duly called church business meeting. The church would then inform the home conference of their decision in writing.

3. The home conference then notifies the union officers of the action of the church at which time the union officers will discuss the possible transfer with the officers of the proposed new conference.

4. The home conference considers the request and, if favorable, should vote in its executive committee to approve the transfer request, and should forward it to the union for review and final approval. Before the official action is taken in its executive committee, the home conference should conduct audits of the financial and membership records of the church.

5. The receiving conference should also take an action at its executive committee to accept the transfer request and should inform the union of its decision.

6. After the union office receives from both the home conference and receiving conference the actions taken at their respective executive committees, the official action of approval should subsequently take place at the union executive committee ratifying the transfer.

7. Any real property involved will remain in the custody of the home conference unless and until negotiations result in a settlement price. Further, when it comes to ‘softer” assets such as cash or equipment,

any value due to the home conference shall be conveyed by check or electronic means sufficient to satisfy the parties involved. Outstanding loans need to be resolved. All tithe received by the church prior to the transfer approved by the Union Conference shall be forwarded to the home conference.

8. Issues of church membership must be resolved before the final transfer takes place. The name of the church or group may remain with the home conference.

9. If the home conference fails to respond within six months, the church may appeal to the union. The union should then consult with the local conference(s) to bring a resolution.