

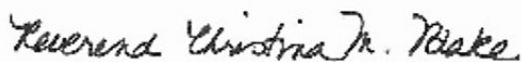
SALISBURY DISTRICT APPORTIONMENT REVIEW COMMITTEE

Pastors and Church leadership, this year the District Apportionment Review Committee will once again review requests for reductions in apportionments for 2021. Notice was sent to all churches to base their 2021 apportionments on the same amount for 2020. Your church's 2021 apportionment may slightly vary, depending on the outcome of Annual Conference.

The following information is requested from churches seeking an apportionment reduction for 2021. Every item is very important for the decision-making process by the Apportionment Review Committee. Local churches are reminded that apportionment reductions are intended to provide **temporary** assistance during a difficult period and are granted on a one-year basis.

The following are the **required** documents that the committee is requesting:

1. A cover letter requesting the specified amount of apportionment reduction signed by the current finance committee chair, the treasurer, administrative council chair, and the pastor.
2. The current year's budget.
3. A Profit & Loss (income & expenses) statement from the church treasurer for the current year (January 1 through **September 30th**). **Previously this was October 31st**.
4. A Profit & Loss statement for the previous 3 years.
5. The account balances of all church funds: checking, savings, money markets, CD's, investments/endowments, including building funds, along with a statement of any restrictions concerning these funds **through September 30th**.
6. A paragraph describing the church's efforts to educate or employ a stewardship program for its membership.
7. A plan describing how the church expects to return to paying its apportionments in full.
8. A description of any other circumstances that prevent your church from paying their apportionments in full.



Rev. Christina Blake
District Superintendent



Rev. Dr. Joseph Barth
Chair, Apportionment Review