



## Annual Service Report Instructions

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For your convenience, this document is in fillable pdf format. You can type directly into the form, save it on your computer and upload it or email it. However, please be sure you are opening and saving your work with **Adobe Reader**. Mac users please note: If you use the Mac pdf reader ("Preview"), your work will not be saved and your report will be blank when submitted. If you do not have this free software, you can download it here: <http://get.adobe.com/reader/>

- Please note that the text fields in this report format have a limited number of characters. It will not record your typing beyond that limit. If you need extra space for comments, please use the Further Comments section at the end of the report.
- When you are finished, save your report on your computer naming it in this format: **LAST NAME, First Name ASR 2013**. (It is also possible to save your document if you are not finished and complete it at a later time.)
- **WAYS TO SUBMIT YOUR REPORT**
  - *PREFERRED & EASIEST WAY!* ONLINE: [CLICK HERE TO UPLOAD YOUR REPORT](#)
  - EMAIL: [EMAIL YOUR REPORT](#) (Remember to attach the report)
  - PRINT AND MAIL: WNY District of the Wesleyan Church, 4669 Pinecrest Terrace, Eden, NY 14057

## Pastor's Annual Service Report to the District Conference Western New York District of The Wesleyan Church

**INSTRUCTIONS:** Every pastor shall submit this report to the district board of ministerial development at the time designated by the district (*Discipline* 1390:7-8; 1402). Associate and assistant pastors shall complete an "Associate/ Assistant Pastor's Annual Service Report."

If you need more space for comments, please use the "Further Comments" section on Page 3 of this form.

Today's Date	Title	First Name	Middle Name	Last Name	Preferred Name
<b>A. Labors</b>					
<b>1</b>	Have you sought faithfully by your personal dealings and by your public ministry to lead sinners to saving knowledge of Jesus Christ? To lead believers into the experience of entire sanctification? COMMENT				
<b>2</b>	Have you provided shepherding, discipling, and pastoral care to your congregation, designed to establish in faith, prepare for service, and retain to the body? COMMENT				
<b>3</b>	Have you endeavored to involve your people in a personal visitation, soul-winning, and/or outreach programs? COMMENT				
<b>4</b>	Have you presented the truth of Christian stewardship and storehouse tithing to your congregation (460-465; 725:22)? COMMENT				
<b>5</b>	In self-evaluation, how would you assess your affirmation of loyalty to these agencies of the Church? a. General Church  b. District  c. Educational Institutions		If your assessment is medium or low it suggests you may have recommendations to offer. Please explain:		
<b>6</b>	Name the primary source(s) from which you purchase Sunday School literature:				
<b>7</b>	Are your church records carefully maintained as tools to facilitate present administration and to acquaint your successor with the state of the work (725:30)?				
<b>B. Personal Responsibility</b>					
<b>8</b>	Have you endeavored to live a life that is blameless and above reproach, thereby providing a good example of the life-style and conduct required by the Membership Commitments of The Wesleyan Church (260; 265)? COMMENT				
<b>9</b>	Are you currently involved in a relationship, questionable activity or addiction, which, if not properly addressed, will harm or destroy your ministry? COMMENT				
<b>10</b>	Is your personal spiritual relationship with Christ continuing to grow or has it plateaued? Give testimony of new victories or requests for special needs.				

11	<p>Are you fully committed to uphold the doctrines of The Wesleyan Church, its Articles of Religion and Membership Commitments as defined in The Discipline?</p> <p>Are there unresolved problems (represented by questions 8, 9, 10, or 11) for which you would welcome or need counsel? If yes, would you be willing to seek counsel and therapy through the direction of the DBMD, or other appropriately sponsored/approved district referral program?</p>
12	<p>Is it your purpose to be effective in the practice of personal evangelism?</p> <p>Do you have a related testimony or request?</p>
13	<p>Continuing education:</p> <p>a. What continuing education goals have you achieved this past year?</p> <p>b. Does your church make funding provisions for your continuing education?</p>
14	<p>Have you faithfully tithed your income to The Wesleyan Church during this past year?</p>

<b>C. Legal Accountabilities</b>
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1	Of what nation are you a citizen?	1	If you are not a citizen where you currently reside, what is your current visa or immigration status?
17	<p>Since your last report to the district conference, have you been accused or found guilty of any criminal activity? If yes, please explain:</p>		
18	<p>Since your last report, have you participated in, or been accused of, any sexual misconduct (such as fornication, adultery, child abuse (pedophilia), the sexual abuse of adolescent minors or homosexuality)? If yes, please explain:</p>		
19	<p>Are there any pending legal actions which might incriminate you in the future? If yes, please explain:</p>		

<b>D. Outlook</b>
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20	<p>What area(s) near your church should be considered as possible sites for new congregations?</p> <p>Have you challenged your church to sponsor such a church planting?</p>		
21	<p>Are you ready to renew or accept appointment (3250) at the hand of the conference again this year? If not, why not?</p>	22	<p>Are you requesting a change in your category of appointment or district relations (1240)? If so, please state what change you desire.</p>

<b>E. Statistics and Reports</b>
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23	<p>Are you up to date on your statistical and other reporting as required by the district superintendent (1310:24)?</p>		
24	<p>Are you prepared to submit in timely fashion a complete LOCAL CHURCH STATISTICAL REPORT to the denominational statistical website (<a href="http://www.wesleyan.org/pastors">www.wesleyan.org/pastors</a>) for the past year (725:32; 1352:1)?</p>		
25	<p>Is your church paying its budget obligation to the district in full? For the General Church (USF &amp; USF-EIF) in full?</p> <p>If not, please tell what procedures are being followed to meet this responsibility:</p>		
26	<p>What percentage of total giving did your church designate for support of Wesleyan Missions (World Missions and Home Missions combined) last year? (Divide the total given to Wesleyan Missions by the total contributions for all purposes to determine percent.) What is the church's percentage goal for the next year?</p>		
27	<p>Is your church providing health insurance? If not, why not?</p>	28	<p>Is your church paying 12% pension assessment for the WESLEYAN PENSION FUND in full for the pastor?</p> <p>For the associate/assistant pastor(s)?</p> <p>For the eligible Wesleyan evangelists?</p> <p>If not, please explain:</p>

### F. Personal Information

	Name of local Wesleyan Church, where your covenant membership currently resides in good standing.
	Type of ministerial employment
<b>3</b>	Length of time in your current assignment (Years & Months)
	<p>According to WNY Standing Rule 5b: It shall be the duty of each minister to be in attendance at the entire District Conference session unless otherwise excused by the District Conference or District Board of Administration. Please indicate whether you will be in attendance at District Conference on June 15, 2013.</p> <p>If asking to be excused, please give reason:</p>
<p><b>SIGNATURE</b> [Submission of this report by email constitutes validation of electronic Signature. Type name below.]</p> <p style="color: red; font-size: 2em;">→</p>	

### FURTHER COMMENTS