

PASTORAL CALL FORM

(Updated 6-2019)

Presbytery of _____ Presbyterian Church (USA)

The _____ Presbyterian Church of _____

(City, State), being well satisfied with your qualifications for ministry and
confident that we have been led to you by the Holy Spirit as one whose service will be profitable to
the spiritual interests of our church and fruitful for the Kingdom of our Lord, earnestly and
solemnly calls you, _____ to undertake the office of

(Pastor, Associate Pastor) of this congregation
beginning _____ promising you in the discharge of your duty all
proper support, encouragement and allegiance in the Lord.

That you may be free to devote full time (part-time) to the Ministry of the Word and Sacraments
among us, we promise and obligate ourselves to provide you the following annually:

Effective Salary for Pension/Medical calculation

Cash Salary \$ _____

Housing

_____ Allowance

_____ Manse

(If Manse is checked, put in 30% of total of all other Effective Salary)

Utilities and/or furnishing allowance

Deferred Compensation

Unvouchered allowances (e.g., bonuses, gifts from employer, books, car
medical deductible and co-insurance other than through formal group plan)*

Child and Elder care, educational loans, house downpayments given, interest savings* _____

Premiums for individual Coverage (including Optional Coverage under the benefits plan) _____

SECA Tax Allowance in excess of 50% of SECA obligation _____

Any Professional Allowance/expenses listed below which are not
part of an accountable/reimbursable plan (For example: auto
allowance given in 1/12 amounts)* _____

TOTAL EFFECTIVE SALARY \$ _____

CHURCH EXPENSE

Benefit plan dues 37% effective 1-15) _____

SECA Tax allowance up to 50% of SECA obligation _____

*All employees MUST be covered, otherwise premiums are
Effective Salary

***See Understanding Effective Salary Booklet, if in doubt**

Church Expense, cont'd

If professional reimbursements are itemized, please identify type and amount

Travel Expense at \$_____ per mile (IRS allowable rate is recommended) \$_____

Continuing Education Reimbursement allowance _____

Books, periodicals, subscriptions, supplies, business meals _____

Other _____

TOTAL CHURCH EXPENSE \$_____

TOTAL PACKAGE (Effective Salary and Church Expense) \$_____

Parental and Family Leave per policy

Paid vacation leave of ____4____ weeks annually

Paid continuing education leave of ____2____ annually (cumulative up to ____6____ weeks)

We promise and obligate ourselves to review with you annually the adequacy of this compensation.

In testimony whereof we have subscribed our names this _____ day of _____ 20____.

Having moderated the congregation meeting which extended this call for ministerial services, I do certify that the call has been made in all respect according to the rules laid down in the Form of Government, and that the persons who signed the foregoing call were authorized to do so by vote of the congregation.

(Signed)_____, Moderator of the Congregational Meeting

CERTIFICATION OF CALL

By Presbytery of Call

By the Presbytery of _____

This call has been reviewed by the **Commission on Ministry**. The Commission recommends that the presbytery approve this call.

Date of action _____ (Signed) _____
COM Moderator

This call was approved by the Presbytery of _____, through action taken by its Commission as authorized by G-3.0307.

Date of action _____ (Signed) _____
Stated Clerk

By Presbytery of Care or Present Call

This call has been reviewed by the Commission on (Ministry or Preparation for Ministry). The Commission recommends that the presbytery find it expedient to release _____ to accept this call.

Date of action _____ (Signed) _____
Commission Moderator

The Presbytery of _____ hereby finds it expedient to release _____ to accept this call and therefore has placed this call in the Teaching Elder/candidate's hands.

Date of action _____ (Signed) _____
Stated Clerk

By Candidate

This is to certify that I have received and accepted the call.

Date of Acceptance _____
Signature _____