

**INFORMATION FOR INSTALLATION or ORDINATION COMMISSIONS**

**THE COMMITTEE ON MINISTRY MUST APPROVE COMMISSIONS.  
PLEASE CONTACT YOUR COM LIAISON REGARDING MEETING DATES.**

*The person to be installed and/or ordained will complete this form and submit it to the Chairperson of the Committee on Ministry or Presbytery office as soon after the congregational meeting as possible. Contact the Moderator of Presbytery first to make sure she/he is available to serve. If they are not, a Moderator's Designee will be appointed by the Moderator. Then contact other people you'd like to serve on your commission. If you are new to the Presbytery, your COM Liaison will be helpful in recommending people to serve on your commission.*

Name of person being installed or ordained: \_\_\_\_\_

This will be a:  Service of Installation **OR**  Service of Ordination

Name of City & Church where service will be conducted: \_\_\_\_\_

Date of Service \_\_\_\_\_ Time of Service \_\_\_\_\_

**MEMBERS OF THE ORDINATION COMMISSION (5 REQUIRED):**

**Required** Presbytery Moderator or his/her designee \_\_\_\_\_  
Contact information: \_\_\_\_\_

**Required** Two Ruling Elders - one from calling church, one from another church in the Presbytery

1. Ruling Elder \_\_\_\_\_ Church City & Name \_\_\_\_\_
2. Ruling Elder \_\_\_\_\_ Church City & Name \_\_\_\_\_

**Required** Two Teaching Elders (Ordained Ministers of Word and Sacrament) **both** from Whitewater Valley Presbytery.  
When a church has multiple pastors, one pastor may be from that church:

3. Ordained Minister (Teaching Elder) \_\_\_\_\_
4. Ordained Minister (Teaching Elder) \_\_\_\_\_

**We encourage commissions to include an Ecumenical Representative**

This may be an ordained minister **or** lay person representing another denomination.

5. Ecumenical Representative Title and Name: \_\_\_\_\_  
Representing (congregation or agency) \_\_\_\_\_  
City & State \_\_\_\_\_

Other persons may be invited to participate in the Installation/Ordination service  
(please list name, address, church and presbytery if for each):

\_\_\_\_\_  
Name/address/church/presbytery

\_\_\_\_\_  
Name/address/church/presbytery

\_\_\_\_\_  
Name/address/church/presbytery