

EVANGELICAL LUTHERAN CHURCH IN AMERICA
CENTRAL STATES SYNOD



Certification of Completion of Financial Records

Upon the resignation of a pastor, the following policy of the Central States Synod and the Evangelical Lutheran Church in America applies:

“The pastor shall make satisfactory settlement of all financial obligations to a former congregation before:

- ❑ *installation in other field of labor, or*
- ❑ *the issuance of a certificate of dismissal or transfer.” (S14.16) and “The congregation shall make satisfactory settlement of all financial obligations to a former pastor before calling a successor. (C9.08)*

Date: _____

This is to certify:

1. **That all financial obligations, salary, pension, health, death benefits and allowances, together with continuing education funds have been met and paid to the Reverend _____ up to the effective date of termination of services.**

2. **That satisfactory settlement of all financial obligations have been made by the Reverend _____**

_____ to _____

Lutheran Church, located in _____.

Signed:

Treasurer of the Congregation

Pastor

In most cases, this form should be completed within a month of the pastor leaving.

Please return to the:

**Central States Synod, ELCA
21 N. 12th St., Suite 210
Kansas City, KS 66102**