

# Script for Reading of Membership Transfer at Church

## **First Reading**

I bring before you this morning the first reading of a transfer request. The Church Board voted on [insert date the church board met] to recommend the membership transfer of [name of member] from [name of your church] to [name of the church they are transferring to, name of city and country if different from yours]. If you have any objections to this transfer request, please contact [name of pastor or elder] before [date]. The second reading and vote will take place [insert date]. *(This is usually the next week, but no later than two weeks after the first reading).*

## **Second Reading and Vote**

I bring before you this morning the second reading, to vote on, of a transfer-out request. The first reading took place on Sabbath [insert date]. Following this first reading the Church Board is recommending the membership transfer of [name of member] from [name of your church] to [name of the church they are transferring to, name of city and country if different from yours].

Ask for a motion from the membership to accept by raising their hand.

Ask for a second motion from the to accept by raising their hand.

Ask for all in favour from the membership to accept the transfer by raising their hand.

Ask for any against to raise their hand.

Specify whether the motion is Carried (no objections) or Not Carried (there is an objection)

Any objections are should be referred back to the pastor or elder.

**See the Church Manual Chapter on Membership: *Transferring Members* for more detail.**

To vote a transfer in, you would follow the same reading but would specify it is a transfer in from [name of the church they are transferring from, name of city and country if different from yours] to [name of your church]