

**COMMISSION ON MINISTRY  
PRESBYTERY OF MIDDLE TENNESSEE  
INFORMATION FOR ORDINATION AND/OR INSTALLATION SERVICE**  
**This form MUST be in the hands of the Stated Clerk**  
**before you can be received by Presbytery!**

**Name of Minister/Candidate:** \_\_\_\_\_

**Current Presbytery of Membership:** \_\_\_\_\_

**Church/Work to which Called:** \_\_\_\_\_ **Effective Date:** \_\_\_\_\_

**Address to which correspondence should be mailed:** \_\_\_\_\_

**Terms of Call:** Attach Form (four originals)

**SERVICE OF ORDINATION AND/OR INSTALLATION**

**Place:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ a.m. \_\_\_\_\_ p.m.

**MEMBERSHIP OF COMMISSION:** [indicate Teaching or Ruling Elder and name of Church;  
**NOTE:** at least FIVE commission members shall be from the Presbytery of Middle Tennessee]

**Chair of the Commission** (Current Presbytery Moderator, or their designee) will preside,  
propound constitutional questions, declaration of Ordination / Installation:

Name: \_\_\_\_\_ Church: \_\_\_\_\_

**Ruling Elder to propound congregational questions** [for installation]:

Name: \_\_\_\_\_ Church: \_\_\_\_\_

**To Preach the sermon:**

Name: \_\_\_\_\_ Church: \_\_\_\_\_

**Laying on Hands** [for ordination] **and Prayer** [for ordination and installation]:

Name: \_\_\_\_\_ Church: \_\_\_\_\_

**To Charge the Congregation** [for installation]:

Name: \_\_\_\_\_ Church: \_\_\_\_\_

**To Charge the Teaching Elder:**

Name: \_\_\_\_\_ Church: \_\_\_\_\_

**Other Members of the Commission:**

Name: \_\_\_\_\_ Church: \_\_\_\_\_

Name: \_\_\_\_\_ Church: \_\_\_\_\_

Name: \_\_\_\_\_ Church: \_\_\_\_\_

Name: \_\_\_\_\_ Church: \_\_\_\_\_

[If members of the commission are from another presbytery, please list the name of the presbytery.]

## IMPORTANT INFORMATION

1. A Commission shall consist of at least five Ruling Elders and Teaching Elder members from the Presbytery of Middle Tennessee in numbers as nearly equal as possible (two of one and three of the other) [*G-3.0109b*] with no more than one ruling elder from any church. The Commission may include a member of the Committee on Ministry.
2. Please note than a Ruling Elder must ask the congregation the constitutional questions [*W-4.0404*].
3. Please note that Installations require the same questions as Ordination [*W-4.0404*].
4. It is your responsibility to ask the Teaching and Ruling Elders of the Commission if they will be willing and able to serve on the date set. This must be done prior to the meeting of Presbytery.
5. **YOU** will be responsible for advising each member of the Commission:
  - A. that he or she has been appointed by Presbytery to serve on the Commission;
  - B. of the part which has been assigned; and
  - C. of the place and hour at which the Commission will convene (usually at least one half hour before the service begins).
6. If you need any help or suggestions of Teaching and Ruling Elders who might be available, the COM liaison, Executive Presbyter, or Stated Clerk will be glad to assist.
7. You must provide a camera ready statement of faith and autobiographical statement. This will be copied and distributed at the Presbytery meeting, so it is important that it is legible and concise.
8. **THIS FORM MUST BE IN THE HANDS OF THE STATED CLERK BEFORE YOU CAN BE RECEIVED BY THE PRESBYTERY OF MIDDLE TENNESSEE!**

**THE PRESBYTERY OF MIDDLE TENNESSEE**  
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615-332-3330

**Or send electronically to: [sc.midtennpres@gmail.com](mailto:sc.midtennpres@gmail.com)**