



## 2023 Annual Report Form

December, 2023 (Due to General Assembly Office by February 1, 2024.)

Greetings!

Thank you in advance for completing this year's Annual Report form. This vital information will be used in the printing of the 2024 Yearbook of the General Assembly.

To **SUBMIT** this form, you may

- 1) reply to this email by entering your information in the form, save form to your desktop and send an email with the annual report form attached to: [eav@cumberland.org](mailto:eav@cumberland.org) or
- 2) fax completed form to: 901-272-3913 or
- 3) mail completed form to:  
General Assembly Office, 8207 Traditional Place, Cordova, TN 38016.

If you have questions or are having difficulty in completing this form, you may contact your presbytery clerk or Elizabeth Vaughn, [eav@cumberland.org](mailto:eav@cumberland.org), 901-276-4572 ext. 226

Below are some definitions that might help you to complete the 2022 Annual Report form that is located at the bottom of this email.

### **CHURCH MEMBERSHIP**

#### **Active Member**

An active member has been defined by General Assembly (*Minutes* 1995, p. 185) as, "One who has been constitutionally received into membership in a congregation; and who has attended services of worship at least once each quarter; and who regularly contributes of her/his time, talent, and/or substance during each quarter of the church year; or, who, in the judgment of the session, though unable to attend services of worship, and/or contribute regularly of his/her time, talent or substance to the church, still maintains a faithful, prayerful and loving commitment to Jesus Christ and His church.

#### **Removal of Inactive Members**

General Assembly has authorized church sessions to remove from their membership rolls, the names of members who are inactive by virtue of the fact that their whereabouts have been unknown to the session for a period of two calendar years. (*Minutes*, 1995, p. 185)

### **BAPTIZED CHILDREN**

You should report the number of infant baptisms that occurred only in the year for which you are reporting. (*Minutes*, 1997, p. 315)

### **REPORTING INCOME**

Include all income received by the church from all sources, except money loaned to the church or income that is received as support from a board or agency of the church.

**\*\* Don't forget to print off a copy for your files. \*\***

Once your form is received by the General Assembly Office a copy will be sent to your presbytery clerk.

