

# Clergy/Diaconal Request for Excused Absence

## Arkansas Annual Conference

*2012 Book of Discipline* ¶ 602.8 "It is the duty of every member and all probationers and local pastors of the Annual Conference to attend its sessions and furnish such reports in such form as the *Discipline* may require. Any such person unable to attend shall report by letter to the conference secretary, setting forth the reason for the absence. Should any ordained minister in active service be absent from the session of the Annual Conference without a satisfactory reason for the absence, the matter shall be referred by the conference secretary to the Board of Ordained Ministry."

*1992 Book of Discipline* ¶ 309.1 "...The diaconal minister shall attend the sessions of the Annual Conference. Any diaconal minister unable to attend shall report by letter to the bishop setting forth the reason for the absence."

Name \_\_\_\_\_ Conference Relationship \_\_\_\_\_

Current Email Address \_\_\_\_\_

Current Mailing Address \_\_\_\_\_

Current District: \_\_\_\_\_ Current Appointment: \_\_\_\_\_

I will be absent: \_\_\_ Entire Annual Conference **or** Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Place and telephone number where I may be reached during time of absence:

\_\_\_\_\_ (telephone) \_\_\_\_\_ (place)

Reason for absence: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

**Mail to: Office of the Bishop, 800 Daisy Bates Dr., Little Rock, AR 72202-3770**

### FOR SECRETARY'S USE ONLY

Date Received \_\_\_\_\_ Time \_\_\_\_\_

Presiding Bishop's Signature \_\_\_\_\_

Conference Secretary's Signature \_\_\_\_\_

\_\_\_ Satisfactory      \_\_\_ Referred to the Board of Ordained Ministry ¶602.8