

**WASHINGTON PRESBYTERY POLICY REGARDING INDIVIDUAL MEMBERSHIPS
HELD BY THE PRESBYTERY**

*(Presented for First Reading by presbytery on September 12, 2023, then presented for a
Second Reading and adopted by presbytery vote on November 14, 2023)*

- 1) At the request of any individual who is a member of one of the churches belonging to the presbytery, the membership of that individual may be transferred to the presbytery.
- 2) The procedure for transfer of an individual membership from a church to the presbytery shall be accomplished as follows:
 - a) When a request is received by the presbytery for transfer of his/her membership, s/he shall be provided a copy of this policy.
 - b) If the individual decides to proceed with transfer of membership, s/he shall provide to the presbytery current contact information, including mailing address, telephone number(s), and email address.
 - c) The individual shall request that the session of the church holding his/her membership act to transfer the membership to the presbytery and the pastor or clerk of session of that church shall then write a letter to the stated clerk of the presbytery issuing a certificate of membership transfer.
 - d) At the next stated meeting of presbytery action will be taken on the Omnibus Motion to receive the membership transfer for a period of one year from the date of presbytery action.
 - e) The stated clerk of the presbytery shall then send a letter to the individual, explaining that presbytery has received his/her membership, that the presbytery shall hold the membership one year from the date of the presbytery action, during which time the member is encouraged to review the privileges, commitment, and obligations of church membership (Book of Order, G-1.0304 and W-2.0303 and W-2.0304), seek membership in a congregation, and that at the expiration of one year from the date of presbytery action, the stated clerk shall remove the individual from membership in the presbytery and shall at that time report that event to the individual and shall report that event on the Report of the Stated Clerk at the next stated meeting of presbytery.
- 3) This policy shall be implemented in the following manner:
 - a) Immediately upon adoption of this policy by the presbytery, a copy of this policy will be mailed to the last mailing address on record with the Stated Clerk of the presbytery for any individual whose membership is currently held by the presbytery.
 - b) Immediately upon adoption of this policy by the presbytery, the name of any person for whom there is no mailing address on record with the Stated Clerk of the presbytery shall be removed from membership and the Stated Clerk shall report those names to the next stated meeting of the presbytery.
 - c) For any individual who requests transfer of his/her membership to the presbytery after the date on which this policy is adopted by the presbytery, the procedures outlined in paragraphs (1) and (2), above, shall apply.