**CBAC ASSOCIATION INFORMATION SHEET**

*Thank you for the information you will provide on the following pages. This information will facilitate communication between the CBAC office and your Association, as well as between Associations doing similar ministry. Feel free to adjust the spacing as necessary. Updated information from this form is welcome throughout the year as changes occur.*

**PLEASE RETURN COMPLETED FORM BY EMAIL, FAX OR MAIL TO:**

**Christopher McCready (Christopher.mccready@baptist-atlantic.ca); Fax: 506-635-0366**

**Canadian Baptists of Atlantic Canada**

**PO Box 6003**

**Moncton, NB E1C 0V7**

**Phone: 506-635-1922 Ext. 1001**

[**http://baptist-atlantic.ca/**](http://baptist-atlantic.ca/)

**ASSOCIATION NAME:**

Mailing Address:

Phone:

Fax:

Email:

Website:

**Dates and Locations of Association meetings:**

**Spring: Summer:**

**Fall: Winter:**

**MODERATOR:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End Date:

**VICE-MODERATOR(S):**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End date:

**CLERK:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End date:

**TREASURER:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End date:

***NOTE: If position titles are different than those listed above or there are additional positions (assistant clerk, assistant treasurer, communications director etc.) feel free to change/add and specify the relevant information for the people in these positions, with their Start/End Dates if known.***

**ASSOCIATION LICENTIATES**

*Note: The CBAC office needs to receive an up-to-date list of Association Licentiates periodically, when they are issued/renewed, as a current Association License is required to be eligible for: 1) automatic delegate status at the annual CBAC Assembly (Oasis); 2) an exit interview with the Board of Ministerial Standards and Education; 3) a meeting with the Examining Council.*

*A non-ordained pastor’s permission to perform marriages may also lapse if their License does not remain current.*

 *(see:* [*http://baptistatlantic.ca/wpcontent/uploads/2012/02/GuidelineForMarriagePermission-revisedOct2011.pdf*](http://baptistatlantic.ca/wpcontent/uploads/2012/02/GuidelineForMarriagePermission-revisedOct2011.pdf) *)*

**Association Licenses Issued or Renewed TOWARD ORDINATION within the Past Year:**

*Those licensed toward ordination should be able to provide evidence to the Licensing Committee that they have met with the Board of Ministerial Standards and Education of the CBAC and are on track to complete the requirements for ordination.*

*(See Sections 1.2 and 2.4 of the Regulations at:* [*http://baptist-atlantic.ca/our-convention/our-governance/governing-documents/ministry-regulations/*](http://baptist-atlantic.ca/our-convention/our-governance/governing-documents/ministry-regulations/) *)*

Name:

Address:

Phone:

Email: Date Granted/Renewed

Name:

Address:

Phone:

Email: Date Granted/Renewed

Name:

Address:

Phone:

Email: Date Granted/Renewed

Name:

Address:

Phone:

Email: Date Granted/Renewed

**Association LAY LICENSES Issued or Renewed Within the Past Year:**

*(See sections 4.2 and 5.4 of the Regulations at* [*http://baptist-atlantic.ca/our-convention/our-governance/governing-documents/ministry-regulations/*](http://baptist-atlantic.ca/our-convention/our-governance/governing-documents/ministry-regulations/)*)*

Name

Address:

Phone:

Email: Date Granted/Renewed

Name

Address:

Phone:

Email: Date Granted/Renewed

Name

Address:

Phone:

Email: Date Granted/Renewed

Name

Address:

Phone:

Email: Date Granted/Renewed

**EXAMINING COUNCIL MEMBER(S):**

*These names should be provided by the end of April, if possible.**Members are normally appointed for a 3-year term, after which they must be replaced. “Year Retiring” refers to the last year the member will serve before being replaced. At least one alternate should be appointed in the event that an appointed member cannot serve (see the Regulations 1.4B - Composition of the Examining Council). Appointment of Representatives is based on the following:* 1 member for each Association; 1 further member for total resident membership of 3,000 or more; 2 members for Prince Edward Island; 1 member for Newfoundland & Labrador (2 when total resident membership reaches 2,000) based on the latest available statistics (see statistics in the latest Yearbook at <http://baptist-atlantic.ca/tools-resources/yearbooks/>).

Name:

Address:

Phone:

Email: Year retiring:

Name:

Address:

Phone:

Email: Year retiring:

***Alternate name:***

Address:

Phone:

Email:

**CONTACT INFORMATION FOR MINISTRY PEOPLE, COMMITTEES AND/OR WORKING GROUPS**

**Association Licensing Committee Chairperson:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End Date:

**Missions Committee Chair or Contact Person:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End Date:

**Youth & Family Committee Chairperson or Contact Person:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End Date:

**Chaplain:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End Date:

**Camp Director:**

Name:

Mailing Address:

Phone: Fax: Email:

Position Start date: End Date:

**Comments/Suggestions:**

**Date: Submitted by:**