

POTOMAC PRESBYTERY

REPORT OF COMMISSION to ordain/install Mr./TE _____ as
Pastor/Assoc. Pastor of _____ Church:

The Commission met on _____, 20 ____, at _____ a.m./p.m., at the church (or at
_____).

Commission members present were:

Teaching Elders: _____ (Chairman), _____

Ruling Elders: _____

Others present: _____

The Commission meeting was opened with prayer
by _____. RE/TE _____ was elected
Secretary of the Commission. The Commission recessed with prayer by _____,
for the ordination/installation service.

The Chairman presided in the sanctuary service, which was opened with singing, prayer, and
Scripture reading. (If desired, record who read the Scripture passages: _____ and who led
the prayer: _____).

The sermon was preached by TE _____ on the topic/text:
_____.

The Chairman stated briefly the previous proceedings of the Presbytery, and pointed out the
nature and importance of the ordination/installation ordinance.

The Chairman propounded the constitutional questions to the Candidate/Minister (BCO 21-
5) and these were answered in the affirmative. The Chairman then propounded the constitutional
questions to the _____ Congregation, and these were answered in the
affirmative by the Members holding up their right hands. The Candidate then kneeled and was set
apart to the holy office of the Gospel Ministry with prayer and the laying on of hands. He then rose
and the Members of the Commission gave him the right hand of fellowship. The Chairman then
declared that Mr./TE _____ had been regularly elected, ordained, and installed as
Pastor/Assoc. Pastor of the Church.

A Charge to the Pastor was delivered by RE/TE _____.

A Charge to the Congregation was delivered by RE/TE _____.

Following prayer and singing, the new Pastor pronounced the benediction.

The Commission reconvened, approved its Minutes, and was adjourned with prayer
by _____.

Secretary

(Delete words where necessary.)

Please submit this form promptly to the Stated Clerk of Presbytery.

If appropriate, have candidate sign the Ministerial Obligation Form and send it to the Clerk of
Presbytery along with the Commission report.

Pastor/Assoc. Pastor