

POTOMAC PRESBYTERY

REPORT OF COMMISSION to ordain/install Mr./TE \_\_\_\_\_ as Assistant 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 \_\_\_\_\_ Session, 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 Assistant Pastor of the Church.

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

A Charge to the Session 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.

Assistant Pastor