

**REQUEST FOR ADMINISTRATIVE COMMISSION  
TO ORDAIN A NEW MINISTER AND/OR  
TO INSTALL A PASTOR OR ASSOCIATE PASTOR**

The \_\_\_\_\_ Presbyterian Church of \_\_\_\_\_ requests the Presbytery of North Central Iowa to approve the following plans for the ordination and/or installation of \_\_\_\_\_ as \_\_\_Pastor \_\_\_Associate Pastor at \_\_\_\_\_(hour) on \_\_\_\_\_(date) at \_\_\_\_\_(place).

An Administrative Commission may be named by the Committee on Ministry to install a pastor or associate pastor or by the Presbytery Council to ordain a new minister on behalf of the Presbytery of North Central Iowa. An Administrative Commission to ordain and/or install a Minister of the Word and Sacrament must be composed of at least five members from this Presbytery (G-3.0109b and b(3)) including the Moderator. It shall be composed of minister members of Presbytery and elders in numbers as nearly equal as possible with not more than one of the elders from any one church. Services of ordination include charges to the new minister; services of installation include charges to pastor or associate pastor and congregation.

Moderator (or his/her appointee)\_\_\_\_\_

Elder \_\_\_\_\_ Minister \_\_\_\_\_

This person shall preside, ask the questions of the new minister for ordination and of pastor or associate pastor for installation, declare the relationship established for installations, and may give the prayer of ordination or installation.

**OTHER PARTICIPANTS**

**MINISTERS OF THE WORD AND SACRAMENT**

Name \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

**SPECIAL GUEST PARTICIPANT (if applicable)**

Name \_\_\_\_\_

Presbytery \_\_\_\_\_

**ELDERS**

Name \_\_\_\_\_

Church \_\_\_\_\_

Name \_\_\_\_\_

Church \_\_\_\_\_

Name \_\_\_\_\_

Church \_\_\_\_\_

\_\_\_\_\_  
Signature of Clerk of Session

\_\_\_\_\_  
Signature of Pastor Elect

Return to:     Committee on Ministry  
                  Presbytery Office  
                  Lakeshore Center at Okoboji  
                  1864 Hwy. 86  
                  Milford, IA 51351