



Transfer of Church Membership  
Request for a Letter of Transfer

Date \_\_\_\_\_ *(Date this form is completed)*

From the \_\_\_\_\_ Seventh-day Adventist Church

To the \_\_\_\_\_ Seventh-day Adventist Church

We have received a request from

\_\_\_\_\_ *(Name of person wishing to transfer)*

to unite with our church. He/she currently lives at

\_\_\_\_\_ *(Address of person wishing to transfer)*

\_\_\_\_\_  
\_\_\_\_\_

We understand that his/her membership is currently with your church and we would be grateful if you could consider the request and send us a letter of transfer.

On behalf of the church,

Signature \_\_\_\_\_ *(Signature of Requesting Church Clerk)*

Name \_\_\_\_\_ *(Name of Requesting Church Clerk)*

Address \_\_\_\_\_ *(Address of Requesting Church Clerk)*

\_\_\_\_\_  
\_\_\_\_\_

Notes to Requesting Church Clerk:

Requests for a letter of transfer should only be made if the person is likely to be attending the receiving church for six months or more as it can sometimes take this long to process the paperwork.

A request should not be sent without the knowledge of the individual concerned.