

Church clerks are asked to complete this report in duplicate, sending one copy to the Mission Church Clerk one week after the close of the quarter, and to retain the second copy for reference purposes

Quarterly Report of the Church

Church: _____

For Quarter Ending: _____

MEMBERSHIP GAINS

Please list below all additions to the membership of your church/company, whether by baptism, vote, or letter of transfer.

Surname	Title	Christian Names	Address		Date	By Baptism (B), Re-baptism (RB), Vote (V) or Transfer (T)	Transfer from what Church?
Date of Birth	Telephone Home Work Mobile			Post Code			
			Email:				
Ethnicity <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Other				Marital Status: <input type="checkbox"/> UK born <input type="checkbox"/> Non-UK born		Occupation	
				<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed			

Surname	Title	Christian Names	Address		Date	By Baptism (B), Re-baptism (RB), Vote (V) or Transfer (T)	Transfer from what Church?
Date of Birth	Telephone Home Work Mobile			Post Code			
			Email:				
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				<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed			

MEMBERSHIP LOSSES

Please list all losses from your church/company membership, whether by death, transfer or dropped (formerly apostasy). In the case of members whose whereabouts cannot be traced, these should be listed as 'Missing' in the relevant column below. All 'Missing' members and those 'Dropped' should also be listed on the "Church Membership Removal Form" and countersigned by your church pastor.

Surname	Title	Christian Names	Address	Date	Transfer (T) Death (D) Missing (M) * Dropped (DD) *	Transfers to what Church

* Please complete the "Church Membership Removal Form" for all Missing and Dropped Names and attach to report

MEMBERS' CHANGE OF ADDRESS

Please list any additional changes on a separate sheet

MEMBERSHIP SUMMARY

Members as Reported Last Quarter

Number **added** by

Baptism

Vote

Letter of Transfer

Total Added

Number **dismissed** by

Letter of Transfer

Death

Missing

Dropped/Apostasy (Attach Forms)

Total Dismissed

End of Quarter Membership

Signed: _____

Church: _____