MEMBERSHIP UPDATE FOR COMPANIES

COMPANY:	TODAY'S DATE:

1. Members added	B-By baptism			
(Report names on **stubs**)	P-By profession of faith			
			Total Added	
2. Members dropped	D-By death			
(Report names **below**)	A-By apostasy			
	M-Missing			
			Total Dropped	

This report is to be completed and sent to the Secretariat Office <u>as membership changes occur</u>.

Remember to keep a copy for your files

ADDED	Total Stubs Attached
By Baptism – *I have included a stub for every person added by baptism.* (You can also use the electronic form found in NJC site).	
By Profession of Faith - *I have included a stub for every person added by profession of faith*	
By Letter - All transfers must be processed by the Conference Membership Clerk ● To request a transfer use the form "*Request for Membership Transfer for Companies*" ● If there is any problem or you have questions regarding any transfer, please, contact the Conference Membership Clerk.	

DROPPED	Complete Date of Birth	How Dropped	Date Dropped
Name and Address (List church members dropped as enumerated against Item 2, above)	MM/DD/YY	D = Death; A = Apostasy M = Missing	MM/DD/YY
Use another sheet for additional names, if necessary.			

By Letter - All transfers must be processed by the Conference Membership Clerk ● When you return to the Conference the transfer letter printed from eAdventist, you are reporting the transfer to the Conference. ● If there is any problem or you have questions regarding any transfer, please, contact your Conference Membership Clerk.

Company Clerk:	Address:	Phone & E-mail: