

January 15, 2024

Dear Church Chair:

Please find enclosed an official Delegate Credential Card for listing delegates from your church to the Pacific Northwest Conference Annual Meeting to be held as a hybrid meeting at **Milwaukie Covenant Church**, Milwaukie, OR, and online on **April 20th, 2024**.

Please list the delegates on the enclosed card and **return to the Conference Office by March 31, 2024.**

Article VII. Section 7.2 of the By-Laws reads as follows: Member congregations shall be entitled to

representation as follows:

 1) Congregations of 50 members or less 2 delegates

 2) Congregations of 51 to 150 members 3 delegates

 3) Congregations of 151 to 250 members 4 delegates

 4) Congregations of 251 to 350 members 5 delegates

 5) Congregations of 351 to 500 members 6 delegates

 6) Congregations of 501 or more members 7 delegates

The church membership as of January 1, 2024 shall be used to determine local church representation at the sessions of the Annual Meeting.

 f. Each delegate to an Annual Meeting shall be a member of an ECC congregation. Delegates representing local congregations shall be members of the congregation they represent. No delegate may represent more than one entity, except a member in good standing of the Ministerial Association serving two or more congregations may represent those churches being served, yet with only one vote. A member in good standing of the Ministerial Association who is serving as an interim pastor in a member congregation may serve as delegate from that congregation without being a member of that congregation.

 g. The names of all delegates and alternate delegates shall be registered with the secretary prior to the Annual Meeting.

This card **must** be signed by the church chair and the corporate secretary. It will be returned if the signatures are missing.

Please visit our website at [www.pacnwc.org](http://www.pacnwc.org) for the annual meeting registration information.

 Sincerely,

 Tim Davis

Tim Davis

 Secretary, PacNWC

Encl: Credential Card