

Board Member Approval for Incorporated Ministries

As required by [The United Church of Canada Incorporated Ministry Policy](#), the by-laws of your Incorporated Ministry include the requirement that the Supervising Regional Council of The United Church of Canada approve a majority of the members of the board of directors. This needs to be done each time there is an election of directors, usually done at the annual meeting of the members of your Incorporated Ministry.

To facilitate the approval process, your Supervising Regional Council is requesting your cooperation in completing the following information and providing an updated full contact list for the board of directors indicating those directors who represent the United Church.

Name of Incorporated Ministry: _____

Supervising Regional Council: _____

As an Incorporated Ministry of The United Church of Canada, we confirm that the individuals listed on the enclosed board of directors list have been elected by the members of the Incorporated Ministry at the Annual General Meeting of the members on

_____ (date).

We confirm that these individuals are eligible to serve on the board of directors as per the by-laws of this Incorporated Ministry. We acknowledge that it is the sole responsibility of the Incorporated Ministry to determine the eligibility and suitability of these individuals to serve as directors.

Authorized Signatory

Title

Dated: _____

Contact Information for Authorized Signatory:

Name: _____

Phone: _____

Email address: _____

Please send completed form and contact list (including email addresses, mailing addresses, and phone numbers) to Incorporated Ministries at UCCIM@united-church.ca, fax to 416-231-3103, or mail to your regional council office. Mailing addresses can be found on the [United Church website Locator](#).