

POLICY STATEMENT

Presbytery of West Virginia

GUIDELINES FOR MINISTERS' PROFESSIONAL USE OF THE AUTOMOBILE

A minister's use of his/her auto in carrying out the church's business is a professional expense for which reimbursement should be requested from the local church or employing agency. Ministers should not seek reimbursement for mileage or travel expenses for activities which are not directly related to providing services to the church or employing agency. Attendance at Presbytery meetings is properly included as a professional expense incurred on behalf of the local church.

Certain uses of the auto are not to be construed as expenses of the local church without prior mutual agreement that such expense will be reimbursed. Specifically excluded are:

- a. Attending or working on behalf of committees and agencies of Presbytery, Synod or the General Assembly (These expenses are reimbursed by the appropriate body.);
- b. Attending or participating in continuing education events (These expenses should be incorporated in your continuing education budget.);
- c. Attending Face-to-Face or other events which have seeking another call or other employment as their purpose.