

MINUTES OF THE ADMINISTRATIVE COMMISSION TO ORDAIN AND INSTALL
_____ AS PASTOR OF THE
_____ PRESBYTERIAN CHURCH
OF _____, WEST VIRGINIA

The commission, appointed by the Presbytery of West Virginia to ordain and install
_____ as the pastor of the _____ Presbyterian Church,
_____, West Virginia, met at the church on _____ at _____ p.m.
The following members of the commission were present:

Ministers of Word & Sacrament: _____

Ruling Elders: _____

Guests: _____

The commission was called to order by the chairperson, _____, and
opened with prayer by _____. The commission was organized, and
_____ was elected clerk. The order of service for the ordination and installation
was approved. The minutes of the commission, as written by the clerk, were approved. The commission
then joined the congregation in the sanctuary of the church, where a service of worship was conducted.

The sermon, " _____ " on the text _____ was preached by
_____. The constitutional questions were propounded to the minister by
_____ and to the congregation by _____. All were answered in the
affirmative. The prayer of ordination and installation was offered by _____. The
chairperson, installed as _____, declared that _____ was duly
elected, ordained and installed and pastor of the _____ Presbyterian Church,
_____, West Virginia. A charge was then delivered to the pastor by
_____ and to the congregation by _____. The Sacrament of Holy
Communion was served. The service was closed with a brief statement and the benediction being
pronounced by the newly installed pastor _____.

The commission adjourned with the benediction.

Clerk of the Commission