

## Pastor's Moving Policy

### I General Guidelines:

- 1 Reimbursement of the moving costs of those who are receiving a new appointment in the Conference is under the direction of the Superintendent and MEG board, using the following percentages: Conference pays 25%, Church pays 50%, Pastor pays 25%
- 2 Pastors are encouraged to move with rented or borrowed equipment or engage an independent mover instead of using a mover affiliated with a national chain.
- 3 The conference will pay the moving costs of those who are retiring for health reasons, taking a leave of absence for health reasons, or moving as the surviving spouse of a conference pastor who passes away while in active ministry.
- 4 This policy will apply for churches adding additional appointed pastoral staff.
- 5 For pastors receiving an appointment to move from one Harvest Conference church to another Harvest Conference church, when the appointment requires them to move from one state to another within the bounds of the Conference, the Conference pays for transfers of vehicle registrations and titles for up to two vehicles and driver's licenses for up to two people.
- 6 All moving invoices must be sent to the Conference office for processing.
- 7 For pastors moving from outside The Harvest Conference, any moving costs would be considered a loan from the Conference and the church they are appointed to. For each year served within the Conference and at that church, up to five years, twenty percent of the cost would be forgiven and considered a grant. They would be asked to sign a document stating if their appointment is terminated, either voluntarily or by the Conference prior to serving five years, they will be asked to pay back a pro-rated percentage of the cost.
- 8 If required to take a leave of absence for health reasons, or moving as the surviving spouse of a conference pastor who passes away while in active ministry, the Conference will write them a check for their moving costs and will send them a tax statement at the end of the year.

### II Commercial Move Guidelines:

- 1 If the pastor chooses to use commercial movers, the Conference will pay up to \$500. The remainder of the cost is to be shared by the church and the pastor. The church's part of reimbursement for this type of move must be approved by the board at the church to which the pastor is being appointed.

For Information Only: Reimbursement of moving costs is taxable. Therefore, if the Conference pays a share of the moving costs, a check will be written to the church instead of the individual. The church will then write a check for the same amount, plus whatever they are contributing, to the pastor. The total amount must be included on the pastor's W-2 at the end of the year.

For those using the Conference moving policy:

I promise to serve as an active appointed pastor within The Harvest Conference for a period of no less than five (5) years or repay the amount of moving costs given to me by both the Conference and the church I was appointed to. If my appointment is terminated, either voluntarily or by the Conference after one year, the amount owed is to be reduced by one-fifth and I will repay the remaining four-fifths of the loan. If my appointment is terminated, either voluntarily or by the Conference after two years, two-fifths of the amount owed will be cancelled, etc. Service for five years in The Harvest Conference will cancel all obligation of repayment of the moving costs rendered. Repayment, if necessary, will be made over a mutually agreed upon period of time.

_____	_____
<b>(Recipient's Signature)</b>	<b>(Date)</b>
_____	_____
<b>(Chairman of The Harvest Conference BOA or MEG)</b>	<b>(Date)</b>