

Report Schedule (traditional forms)

REPORT & DUE DATE	Wesley Foundations	Ecumenicals	Chaplains	UM Clergy at non-UM Schools	CC/SWVA
JANUARY 15 Extension Min Report	X	UMC clergy only	UMC clergy only	UMC clergy only	X
April 30 Book of Reports	X	X	X	X	X
JUNE 1 Property (Management, Maintenance, Inspection)	X	CCC at Univ. of Mary Washington only			
JUNE 1 Local Board Membership Report	X	X			X
JUNE 1 Annual Financial Review form, budgets, income/expense	X	X			X
JUNE 1 Pastoral Consultation with DS & Evaluation of Campus Minister	X	X			X
JUNE 1 Personnel Evaluation of Campus Minister	X	X			X
Proof of Ministry Liability Insurance	X	CCC at UMW only			
DECEMBER 1 Payroll updates to Conference Treasurer's Office/Clergy Comp form	X				
DECEMBER 1 Preference Forms (UM Itinerate Clergy Only)	X	X	X	X	X