



2021 Certificate of Change for Lay Delegates

THIS FORM TRANSFERS VOTING RIGHTS from a Lay Delegate (who can't make it to Convention) to an Alternate Delegate (who will take their place at Convention).

Requirements

- The Alternate Delegate must be certified, via the Delegate Certification Form that the parish submitted previously. Their name and contact info must appear on that form.
- If the Lay Delegate who can't make it to Convention is a vestry member, the Alternate Delegate taking their place must also be a vestry member.
- Parish clergy are not permitted to sign this form. It must be signed by the Parish Clerk OR both Wardens.

Name of Church:
City/Town of Church:

THIS IS TO CERTIFY that, at a regular meeting of the parish/mission or the vestry/executive committee of the above church, duly convened according to the Canons of the Diocese,

Name of Alternate Delegate: [type name here]

was duly chosen lay delegate to substitute for

Name of Lay Delegate who can't make it to Convention: [type name here]

as an authorized representative of this parish/mission at the 120th Annual Meeting of the Convention of the Episcopal Church in the Diocese of Western Massachusetts.

Signatures

The signature of the Parish Clerk is sufficient. If for any reason the Clerk does not sign, then BOTH Wardens must sign.

Parish Clerk:
Dated:

(Senior Warden's signature is only needed if the Clerk does not sign.)

Senior Warden:
Dated:

(Junior Warden's signature is only needed if the Clerk does not sign.)

Junior Warden:
Dated:

The Diocesan Constitution, Article II, Section 3, states that a certificate of appointment of authorized lay delegates (signed by the Clerk or both the Wardens) shall, before their admission to a seat, be laid before the Convention.

The Constitution further states that the parish or the vestry may fill any lay delegate vacancies which may occur and that, again, a certificate of such change (signed by the Clerk or the Wardens), shall be laid before the Convention before any Alternate Delegates be admitted to a vacant seat.