



**CREDENTIAL RENEWAL 2024
DEADLINE OCTOBER 31, 2023**

August 18, 2023

Dear Pastor / Minister,

Blessings in the name of our Lord Jesus Christ to you and your family!

Again, is the time of the year to renew your credentials for the year 2024 with the Southern Pacific District.

Each year, the Secretary's office prepares to begin the process of credential renewal by sending the package ahead of time.

Please, we ask for you to take into account the following information. The renewal package will be available on our web site at www.spdag.org as of next week.

Remember, there are two renewals that must be done:

1. The Southern Pacific District Renewal to be completed by October 31, 2023
2. The General Council Renewal to be completed by December 31, 2023.

In our last General Presbytery in August 2023 a resolution passed, where since 2025 the Credential Renewal process with General Council will be done only online. For this reason, we recommend, if you are not renewing your credentials online, please to create an account at <https://agpassport.ag.org/> and try to do it online this year. If you need further assistant with this matter, please do not hesitate to contact our office, we will be happy to assist you in the process.

I would like to thank you in advance for your support to the district and to the task that the Lord has entrusted us. Let's move on, knowing that our faithfulness in giving our tithes will open the windows of heaven and pour out blessings until it overflows over each of our lives and churches.

Please feel free to contact our office if you have any questions or concerns. We are here to serve you! May the blessings of our Lord be with you always.

In Christ,

Rev. Silvia Carrizo
Secretary – Treasure

SC/jo

IMPORTANT DATES

CREDENTIAL RENEWAL PROCESS WITH SOUTHERN PACIFIC DISTRICT 2024

DEADLINE FOR SPD CREDENTIAL RENEWALS

- ❖ The renewal form must be in the district office with the mailing date postmarked no later than **October 31, 2023** to be considered on time.
- ❖ **LATE RENEWAL WITH SPD** – there is a fee for renewing late, please make checks payable to Southern Pacific District
 - **\$50.00** - From November 1 to December 31, 2023
 - **\$75.00** – From January 1 to January 15, 2024

HOUSING ALLOWANCE FORM

- ❖ Attached you will find the 2024 Housing Allowance form: This Form is for or your records and tax purposes. This form should be signed by you and the church secretary or a Board member if the church is sovereign.
- ❖ If the church is a District Church, please send the form completed and sign by the pastor to the Secretary Office for her to sign it, and returned to you for your records.

Thank you for your faithfulness in maintaining your records! May the Lord bless your life and your ministry. If you have any questions in regards to the RENEWAL FORM please feel free to call our office, we will answer your questions. We are here to serve you.

CREDENTIAL RENEWAL PROCESS WITH GENERAL COUNCIL 2024

Please send your form prior to December 31, 2023

LATE RENEWAL

- ❖ Late Renewal Fee: January 1st through January 15th 2024, you should include a check for General Council and for SPD as mentioned above.
 - \$25.00 please make the check payable to "General Council"
- ❖ Reinstatement Fee for lapsed credentials beginning January 16th, 2024
 - \$175 if form is received after the January 15, your credentials are considered Lapsed.

REINSTATEMENT

- ❖ All applications received after ***January 16, 2024 WILL NOT BE PROCESSED***. You must then call our office to request a reinstatement application.
- ❖ If you do not renew your credentials before the deadline, your credentials will lapse; therefore, you are forfeiting your status as minister of the Assemblies of God. If you are pastoring, please refer to Article VI Section 4 of the Constitution.
- ❖ Please, avoid letting your credentials lapse, as reinstating your credentials may require to do a new background check.

CREDENTIAL RENEWAL PROCESS WITH SPD 2024

Please verify the following before submitting your renewal form.

1. Fill in all the blanks on the renewal form, there are some new questions, and do not forget to sign it.
2. Please send the district's renewal form to our office by October 31.
3. If you are a pastor, your church dues must be current. Don't forget to include church dues if applicable.

SOUTHERN PACIFIC DISTRICT DUES MINISTER CONTRIBUTIONS 2022 – 2023

Your Minister Contributions (that are part of your tithes) are to be paid by the renewal day, October 31, 2023. The following table shows the amount per month and per year that needs to be sent to the District according to the level of your credentials. If you are a pastor of one of our churches, without credentials from General Council, you are a "Pastor Encargado" and your contributions are listed below.

	<i>MONTHLY DUES</i>	<i>TOTAL NOV. 2022 - OCT. 2023</i>
Ordained Minister	\$162	\$1,944
Licensed Minister	\$151	\$1,812
Certified Minister	\$147	\$1,764
Ministers Spouse	\$75	\$900
Pastor Encargado (If you don't have General Council Credentials)	\$110	\$1,320
Foreign Missionaries	\$25	\$300
Missionaries Residents in USA	\$50	\$600

Church Dues

The following table shows the amount per month and the year.

<i>SOVEREIGN CHURCH – DISTRICT CHURCH – AFFILIATED CHURCH – Dues according to attendance</i>	<i>MONTHLY DUES</i>	<i>YEARLY DUES NOV. 2020- OCT. 2021</i>
Attendance 1 – 99	\$50	\$600
Attendance 100 – 199	\$100	\$1,200
Attendance 200 +	\$150	\$1,800
<i>New Works – Do not pay dues during the first 2 years</i>	\$0	\$0

Note: A new work after the 2nd anniversary pay dues same as District or Affiliated Churches

CONTRIBUTIONS TO GENERAL COUNCIL 2023

Please check the following before sending your renewal form to General Council.

1. If your personal information has changed, please complete the form in the space reserved for the changes, if there is NO CHANGES, please leave it in blank.
2. Please complete questions 1 through 10, sign and date the form.
3. We recommend to renew online, but if you don't, please send form to **our office** before the deadline.
4. You should include the amount indicated on the top right side of the form. Please make check payable to General Council.

GENERAL COUNCIL DUES

<i>TYPE OF CREDENTIAL</i>	<i>MONTHLY DUES</i>	<i>ANNUAL DUES JANUARY- DECEMBER</i>
Ordained Ministers	\$25	\$300
Licensed Ministers	\$20	\$240
Certified Ministers	\$10	\$120

ACMR FORM (Only for Pastors):

- ❖ General Council will mail the “ACMR” directly to your Church. You must complete and return one copy to General Council and another copy to our District Office by **January 31, 2024**.
- ❖ If you do not receive an ACMR form in the mail, you have the option to fill one out online on the General Council's web page: www.Gensec.ag.org. If you do not have access to the Internet, please call to our office 626-968-5088 ext 402 and we will help you to obtain this form.
- ❖ It is very important that you fill this form! **If after 3 years** you have not answered this annual questionnaire, the General Council office will contact our office to inquire about the existence of the church.
- ❖ PASTOR, it is very important for you to take time to fill out this form for your own benefit, the history of your church is recorded on it.

HOUSING ALLOWANCE WORKSHEET 2024

Explanation of the housing or parsonage allowance: For federal income tax purposes, ministers are permitted to exclude from their church income a "parsonage allowance" designated by the church (Church Board), to the extent that the allowance is used to pay parsonage expenses **not otherwise paid by the church**. To assist the church board in designating the appropriate amount, please estimate on this form the parsonage expenses you expect to pay next year and present this form to the church board in advance of December 31 2023. We recommend that you check with a tax professional in your state for your state's treatment of parsonage allowances.

Estimated expenses for each category below in 2024:

Item Amount

- Down payment on a home \$ _____
 - Mortgage payments on a loan to purchase or improve your home
(Include both principal and interest) \$ _____
 - Rent payments \$ _____
 - Real estate taxes \$ _____
 - Property insurance for owners or personal property insurance for renters \$ _____
 - Utilities (electricity, gas, water, sewer, trash pickup, local telephone charges) \$ _____
 - Furnishings and appliances (purchase and repair) \$ _____
 - Structural repairs and remodeling \$ _____
 - Yard maintenance and improvements \$ _____
 - Maintenance items (household cleaners, light bulbs, pest control, etc.) \$ _____
 - Homeowners' association dues \$ _____
 - Miscellaneous \$ _____
- Total Estimated Expenses** \$ _____

This list of expenses represents a reasonable estimate of my housing expenses for next year. I understand and agree that:

- The church board will not designate a portion of my compensation as housing allowance until I complete and return this form.
- Retroactive designations of housing allowances are not legally effective.
- If a change in my housing allowance is necessary because these estimates are insufficient, it is my responsibility to notify the church board.
- **My housing allowance exclusion for income tax purposes is not the same as my estimated expenses.** The actual housing allowance exclusion is the lowest of three amounts: (1) my actual housing expenses for the year, (2) the fair market annual retail value of my home (furnished, including utilities), or (3) the church-designated housing allowance.
- My housing allowance exclusion is exclusion for federal income taxes only. I must add my housing allowance as income in reporting my self-employment taxes on Schedule SE (unless I am exempt from self-employment taxes).

Signature of Pastor

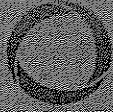
Date

I attest that I received this form from the above minister.

Signature of Secretary

Date

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**SOUTHERN
PACIFIC DISTRICT**

CREDENTIAL RENEWAL 2024

MINISTER INFORMATION

1. First Name: _____ Last Name: _____
2. Home Address: _____
3. City: _____ State: _____ Zip Code: _____
4. Mailing Address: _____
5. City: _____ State: _____ Zip Code: _____
6. Home Telephone: (_____) _____ / _____ Cell Number: (_____) _____ / _____
7. E-mail: _____
8. Marital Status: Married Single Widow Separated Divorced
9. Name of Spouse: _____
10. DOB of Spouse: ____/____/____
11. Wedding Anniversary: ____/____/____
12. If you are divorced, does your first spouse live? Yes No
13. Have you regularly attended the pastoral meetings of your section? Yes No

- CREDENTIAL CLASSIFICATION: Ordained Licensed Certified
- US/SPD Missionary Foreign Missionary
- Pastor Encargado / Without Credentials from General Council

CHURCH INFORMATION

Name of Church: _____

City: _____

- You are serving as: Sr. Pastor Associate Pastor Church Staff Youth Pastor
- Evangelist Missionary Christian Education Music-Ministry
- Other (specify): _____



FINANCIAL INFORMATION

Did you file bankruptcy this past year: Yes No

If "YES" on a separate sheet of paper, please give full details as to your outstanding debts and how you propose to pay these debts.

Did you send your monthly contribution this past year according to the District Constitution? Yes No
(Article XI, Section 1-a page 82) Please fill it out accordingly

Ministers Dues paid in 2022- 2023 \$ _____ Balance due \$ _____

If you are a Pastor: Church Dues paid in 2022- 2023 \$ _____ Balance due \$ _____

Have you filled out the 2022 ACMR? Yes No

The principle of **voluntary cooperation** on which the General Council and the District base themselves as follows:

1. **Voluntary**, means after becoming aware of the principles, doctrines, and practices of the Assemblies of God, and recognizing the benefits available through the affiliation with said organization, the individual freely chooses all that said organization represents, supports, and promotes.
2. **Cooperation** means that to the best of his/her ability he/she will fulfill all decisions that outline and define the duties and responsibilities pertaining to members of the organization and will respect the majority's decision, expressed through a democratic process, as long as he/she is a member.
Therefore, "**Voluntary Cooperation**" means that an individual, according to his/her free will, decides to become a cooperative member of the Assemblies of God.

Do you promise yourself wholeheartedly to the above statement concerning:

"Voluntary Cooperation?" Yes No

Do you promise to honor through: Faithfulness, Purity, Diligence, Integrity, Courtesy, Ministerial Ethics, Dedication, and Evasion of Unseemly Appearance, desiring the unction of the Holy Spirit until death?

Yes No

Signature: _____ Date: _____

COMMENTS:

WE THANK GOD FOR YOUR DEDICATION AND YOUR SERVICE TO THE LORD AND HIS KINGDOM.
MAY THE BLESSINGS OF THE LORD BE WITH YOU IN EVERYTHING YOU DO FOR HIM IN 2022