

**CREDENTIAL RENEWAL 2025
DEADLINE OCTOBER 31, 2024**

August 26, 2024

Dear Pastor / Minister,

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

The time of the year is here again when the process of renewing your credentials for the year 2025 begins. 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.

In order for your credentials to be renewed, please note the following dates:

1. The Southern Pacific District Renewal needs to be completed by October 31, 2024
2. The General Council Renewal needs to be completed by December 31, 2024

If you are a senior pastor of one of our churches and don't have credentials with the General Council, you have the opportunity to get them. These credentials are vital to your role as a pastor of an affiliated church in the Assemblies of God and for pastoral functions such as baptizing or serving the Lord's Supper, etc.

At our last District Council last month a resolution was passed, regarding contributions for the year 2024-2025. Please find the information attached to this letter.

I would like to thank you for your support to the District and to the task that the Lord has entrusted in our hands. Let us go forward, knowing that the promise of Malachi 3:10 will be fulfilled. *"Bring ye all the tithes into the storehouse, that there may be meat in mine house, and prove me now herewith, saith the LORD of hosts, if I will not open you the windows of heaven, and pour you out a blessing, that there shall not be room enough to receive it"*

In Christ,



Rev. Silvia Carrizo
Secretary – Treasure

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IMPORTANT POINTS OF INFORMATION

SOUTHERN PACIFIC DISTRICT

- ❖ In order for the renewal to be considered on time the form it must be submitted no later than **October 31, 2024**.
- ❖ **Late renewal fees - Check Payable to Southern Pacific District**

\$50.00 - November 1 through December 31, 2024.

\$75.00 - January 1 through January 15, 2025.

GENERAL COUNCIL

- ❖ In order for the renewal to be considered on time the form it must be submitted online or mailed by **December 15, 2024**.
- ❖ December 16 through December 31 is a grace period and is considered on time.
- ❖ **Late Renewal Fee - Check Payable to General Council**

\$25.00 - January 1 through January 15, 2025.

LAPSED CREDENTIALS

- ❖ Any renewal forms received after January 16, 2025 **CANNOT BE PROCESSED!** You must request the form for Reinstatement of Credentials.
- ❖ Credential reinstatement fee:

175.00 - You must do this immediately to avoid losing your credential coverage. This includes General Council fees.
- ❖ If you do not renew your credentials by the deadline your credentials will be lapsed, therefore you cease to be an Assemblies of God minister. If you are pastoring refer to Article VI Section 4 of the Constitution.
- ❖ Avoid letting your credentials lapsed, as reinstatement of your credentials may require a new criminal background check and credit report.

CREDENTIAL RENEWAL PROCESS WITH SPD 2025

Please verify the following before submitting your Renewal Form.

1. Fill in all blanks on the Renewal Form, there are new questions and do not forget to sign it.
2. Send the District Renewal Form to our office by October 31 to avoid paying a late fee.
3. If you are a pastor, your church dues must be current. Don't forget to send them along with the renewal form.

CONTRIBUTIONS TO SOUTHERN PACIFIC DISTRICT MINISTERIAL CONTRIBUTIONS 2023-2024

Your contributions (which are part of your tithes) must be sent to the District by the renewal deadline, October 31, 2024. The following table shows the amount due per month or per year to the District. If you are a pastor of one of our churches but do not have credential with the General Council, you are a Pastor Encargado and your contributions are listed below:

<i>TYPE OF CREDENTIAL</i>	<i>MONTHLY DUES (PARTE DE SUS DIEZMOS)</i>	<i>TOTAL CONTRIBUTIONS NOVEMBER 2023 TO OCTUBRE 2024</i>
Ordained Minister	\$162	\$1,944
Licensed Minister	\$151	\$1,812
Certified Minister	\$147	\$1,764
Ministers Spouses	\$75	\$900
Pastor Encargados (If you don't have General Council Credentials)	\$90	\$1,080
Foreign Missionaries	\$25	\$300
Missionaries Residents in USA	\$50	\$600

CHURCH CONTRIBUTIONS

If you are a pastor of a church in our District, your monthly contributions and total amount are shown below.

<i>IGLESIAS SOBERANAS – IGLESIAS DISTRITALES IGLESIAS AFILIADAS contribuyen de acuerdo a su asistencia</i>	<i>CONTRIBUCIÓN MENSUAL</i>	<i>CONTRIBUCIÓN ANUAL Nov. 2023- Oct. 2024</i>
Asistencia 1 – 99	\$50	\$600
Asistencia 100 – 199	\$100	\$1,200
Asistencia 200 +	\$150	\$1,800
Obras Nuevas – Los dos primeros años- no pagan cuotas	\$0	\$0

Note:

A new church as of its second anniversary pays dues as a district or affiliated church.

CONTRIBUTIONS TO THE GENERAL COUNCIL

Please verify the following before submitting your General Council Renewal form.

1. If there are any changes to your information use the blanks reserved on the form to make updates to your information, if there are NO CHANGES to your information, do not fill in those blanks.
2. Don't forget to complete the answers to all questions 1 through 10, sign and date the form.
3. You can renew online (recommended) but if not, you can send the form to our office before the deadline.
4. If you must include your dues as indicated at the top of the form to the General Council please send a separate check made out to the General Council. Checks made payable to the District are not accepted for General Council dues.
5. Your contributions according to your credentials are:

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

IMPORTANT NOTE: THIS IS THE LAST YEAR TO RENEW BY PAPER

- ❖ At the August 2023 General Presbytery a resolution was passed, whereby beginning in 2025 the process of renewing credentials with the General Council will be done online only. For this reason, we recommend that, if you are not renewing your credentials online, you create an account at <https://agpassport.ag.org/> and try to renew online this year. If you need further assistance with this matter, please do not hesitate to contact our office, we will be happy to assist you in the process.

HOUSING ALLOWANCE FORM

- ❖ This housing allowance 2025 form must be completed annually and is for your taxes if you are credentialed with Springfield. The form must be completed and signed by you and the church secretary or a board member if you are a sovereign church.
- ❖ If you are a District church, please complete the form, sign it, and send it to the Secretary's office, she will sign it and send it back to you for your records.
- ❖ This form is completed before the end of the year 2024 and the amounts are based on the previous year's expenses. Always keep receipts (bills) for the expenses you have incurred in case you are ever audited by the IRS.

HOUSING ALLOWANCE WORKSHEET 2025

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, 2024. 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 2025:

Item Amount

- Down payment on a home \$ _____
- Mortgage payments on a loan to purchase or improve your home \$ _____
(Includes 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 an 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 - Printed Name

Date

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

Signature of Secretary - Printed Name

Date

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CREDENTIAL RENEWAL 2025

MINISTER'S 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
14. ¿Do you have a retirement account? Si No
Note: The district may send an annual contribution to your account. Call us for more information.

CREDENTIAL CLASSIFICATION: Ordained Licensed Certified US/SPD Missionary
 AGWM/USAG Missionary Pastor Encargado/Without General Council Credentials

CHURCH INFORMATION

Name of the Church: _____

City where the Church is located: _____

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



FINANCIAL INFORMATION (Please complete this part)

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 2023- 2024 \$ _____ Balance due \$ _____

If you are a Pastor: Church Dues paid in 2023- 2024 \$ _____ Balance due \$ _____

Have you filled out the 2023 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 SERVICE TO THE LORD AND HIS KINGDOM.
MAY THE LORD'S BLESSING BE WITH YOU IN ALL THAT YOU DO FOR HIM.**

Resolution # 3

Ministerial Contribution

Modifies the Constitution: NO

Modifies the Bylaws: YES

Whereas The Constitution and Regulations give us the opportunity to review from time to time the contributions of the ministers, and

Whereas The cost of living has increased significantly since the last update of contributions in 2010, and

Whereas The vision of “More and Better” is the guideline that will move the district in the coming years and requires a greater financial investment, and

Whereas The proposed goals involve Evangelism, Church Revitalization and planting new churches, and

Whereas This adjustment will be an investment in the vision that God has set for the district in this season to achieve the goal of planting churches, revitalizing churches, equipping pastors and providing necessary resources for a better functioning of the church, therefore, be it

Resolved That the contribution of the ministerial quota be adjusted as follows:

<i>Credential</i>	<i>Current contribution</i>	<i>Proposed contribution</i>
<i>Certified Ministers</i>	<i>\$147</i>	<i>\$160</i>
<i>Licensed Ministers</i>	<i>\$151</i>	<i>\$165</i>
<i>Ordained Ministers</i>	<i>\$162</i>	<i>\$175</i>
<i>Pastors in Charge</i>	<i>\$120</i>	<i>\$140</i>
<i>Spouses of Ministers</i>	<i>\$75</i>	<i>\$90</i>
<i>Foreign Missionaries</i>	<i>\$25</i>	<i>\$35</i>
<i>Resident Missionaries in the US</i>	<i>\$50</i>	<i>\$60</i>
<i>Ministers whose tithe is less than the corresponding contribution</i>	<i>\$90</i>	<i>\$100</i>

<p><i>Young Ministers and Women Under 40</i></p>	<p><i>50% the first year; 75% the second year 100% from the third year 50% if they are full-time students or 50% during the first 3 years if they are not students</i></p>	<p><i>50% the first year; 75% the second year 100% from the third year</i></p>
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And be further,

Resolved That this adjustment be implemented as of November 1 , 2024, when the new contribution year begins, and be further

Resolved That the necessary changes be made to Article XII_– Finances of the District Regulations.

*Presented by Executive Officers
Approved by the Executive & District Presbytery*

Approved: **YES**
 Amended: _____
 Denied: _____