

FORM FOR REPORTING AMENDMENTS, REVISIONS OR FIRST CONSTITUTIONS

The secretary of the congregation shall fill out steps 1 – 4, and keep a copy for their records.

1. Congregation NAME _____
LOCATION _____
2. Check one:
Amendment _____ Revised Constitution _____ First Constitution _____
3. Date of document (when approved by Voters Assembly) _____
4. Amendment(s) – (*Indicate constitution or bylaw, article number or title, and specific new wording. Use additional pages if necessary.*)

(Send a copy, along with this form, of the revised or first constitution as an email attachment to: a.honey@lutheranchurch.ca)

5. Date document received _____
6. Assigned reviewer _____ Date sent to reviewer _____
7. Suggestions to congregation (if any):

8. Action recommended to Board of Directors _____
9. Action taken by the Board of Directors _____ Date _____

(An updated/approved constitution will be kept on file at the Synod office).