



# Confirmed Communicants in Good Standing (CCGS) Report/ Certificate of Election (COE) of Lay Delegate and Alternate Form

## INSTRUCTIONS

### Lay Representation at the Annual Convention

In determining lay representation at the Annual Convention, the diocesan Constitution provides for one lay delegate from every church and an additional lay delegate for each three hundred **Confirmed Communicants in Good Standing**, or major fraction thereof, above the first four hundred fifty reported in the last parochial report.

To calculate the number of **Confirmed Communicants in Good Standing**, begin with the total number of **Communicants in Good Standing**, a required field on the annual parochial report, and then determine how many of those persons are confirmed.

### Definitions

A Communicant in Good Standing is defined in General Convention Canon I.17.3: “All communicants of this Church who for the previous year have been faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the Kingdom of God, are to be considered communicants in good standing.”

Confirmed Communicants in Good Standing are those members who meet the definition of Communicant in Good Standing cited above and who are also confirmed. The number of Confirmed Communicants in Good Standing is necessarily a subset of the number of Communicants in Good Standing.

### Formula

Once the number of Confirmed Communicants in Good Standing (CCGS) is determined, please consult the chart below to determine the number of delegates to which your church is entitled.

CCGS	# Delegates	CCGS	# Delegates
0-450	1	1951-2250	7
451-750	2	2251-2550	8
751-1050	3	2551-2850	9
1051-1350	4	2851-3150	10
1351-1650	5	3151-3450	11
1651-1950	6	3451-3750	12, etc.

### Election of Delegates

Once the vestry has elected the appropriate number of delegates, complete the appropriate number of delegate forms and return to the Convention Registrar. Please keep copies of all forms.

### Submission

One copy of this certificate shall be submitted, **by April 15, 2019**, to the Convention Registrar, 110 W. Franklin St., Richmond, VA 23220, and another should be given to each Delegate attending.



# Confirmed Communicants in Good Standing (CCGS) Report/ Certificate of Election (COE) of Lay Delegate and Alternate Form

Church Name \_\_\_\_\_

Location \_\_\_\_\_

Actual Number of CCGS for 2018 \_\_\_\_\_

Eligible Number of lay delegates \_\_\_\_\_ (see formula in instructions)

This is to certify that at a meeting of the Vestry (or Vestry Committee) of

\_\_\_\_\_ Church in the

County/City of \_\_\_\_\_, in \_\_\_\_\_ Region, held on

the \_\_\_\_ day of \_\_\_\_\_, 2019, the following named confirmed communicants in good standing,

\_\_\_\_\_ as Lay Delegate and

\_\_\_\_\_ as Alternate, were duly

elected to represent the church at the 225<sup>th</sup> Annual Convention of the Diocese of Virginia to be held on

November 14-16, 2019.

Name of person completing this form (please print) \_\_\_\_\_

(Signed) \_\_\_\_\_

**Rector, Register or Warden**

Complete name\* and mailing address: (please use a separate form for each additional delegates/alternate)

Delegate \_\_\_\_\_

Address \_\_\_\_\_

Day Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Alternate \_\_\_\_\_

Address \_\_\_\_\_

Day Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

One copy of this certificate shall be submitted, **by April 15, 2019**, to the Convention Registrar, 110 W. Franklin Street, Richmond, VA 23220, and another should be given to each Delegate attending.

\*NOTE: In completing please show title, i.e.—Mr., Mrs., Ms., Miss, Dr., Gen., etc., with full birth name.