

**REQUEST FOR RECOMMENDATION FOR INSTALLATION  
FOR MINISTERS APPROVED FOR ORDAINED MINISTERIAL PARTNERSHIP STANDING  
WHO HAVE RECEIVED A CALL TO SERVE THE UNITED CHURCH OF CHRIST –  
CHECKLIST OF DOCUMENTS**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

If you are an ordained minister of the Christian Church (Disciples of Christ) who has previously been approved for Ordained Ministerial Partnership Standing, please send the appropriate materials [as described below] to the following address. Please insure that your name is on all documents.

Section A, Committee on Ministry, NCNC-UCC  
21425 Birch Street, Hayward CA 94541-2131

The items listed in **bold face** type may be sent electronically (Word documents or PDF preferred) to Tammy Nelson [tammy@ncnucucc.org](mailto:tammy@ncnucucc.org) (510) 247-8990

- [ ] 1. Verification of Approval for Ordained Ministerial Partnership Standing
- [ ] 2. A copy of the letter of call to a ministry in Northern California Nevada Conference.
- [ ] 3. If entering into a 4-Way Covenant, evidence of membership in a UCC [or, if appropriate, a DOC] Church of the Northern California Nevada Conference [or Region].
- [ ] 4. A completed Background Disclosure Form\*
- [ ] 5. A completed Release of Information Form\*
- [ ] 6. A statement from the Conference Office that you have on file a completed Criminal Background Check that is current and valid according to the policy of the UCC office of Parish Life and Leadership.\*

\*The Northern California Nevada Conference Minister will pursue confidential inquiry into any record of ethical misconduct.

Following a favorable review of the documents, Section A of the Committee on the Ministry, on behalf of the Conference Board of Directors, will recommend to the Association where you have local church membership that you be installed and, through the installation, granted Ordained Ministerial Partnership Standing.