



### Located Ministers and Withdrawal from the Connection

The African Methodist Episcopal Church recognizes distinct processes for ministers who are **located**, who **voluntarily withdraw from the Connection**, and those who leave the Church **not in good standing**. Each status carries specific ecclesial, administrative, and pastoral implications and must be clearly recorded in Quarterly Conference minutes and the Annual Conference journal.

#### Located Ministers (In Good Standing)

Any member of an Annual Conference **in good standing** who desires to surrender ministerial orders and withdraw from Conference service due to pressing secular business, illness, or incapacitation may be permitted to do so **upon a majority vote of the Annual Conference in regular session**.

When a minister is located:

- All ministerial credentials shall be **filed with the Secretary of the Annual Conference**.
- The minister shall become a **member of a local church of his or her choice**.
- The locating action preserves the minister's standing while ending active Conference service.

This provision applies exclusively to ministers located by formal action of the Annual Conference and does not apply to voluntary withdrawal or expulsion.

*Source: Doctrine and Discipline of the African Methodist Episcopal Church, p. 250.*

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#### Voluntary Withdrawal from the African Methodist Episcopal Church

A licensed or ordained minister who discerns the need to fully withdraw from the African Methodist Episcopal Church may do so by submitting a **written request** to the Bishop and Annual Conference through the Episcopal Office.

Such a request must:

- Clearly state the intention to **withdraw from the African Methodist Episcopal Church**.
- Request **removal from the Annual Conference roll** at the next session of the Conference.
- Be submitted freely and voluntarily.

Any **ordained minister (Deacon or Elder)** withdrawing from the Connection must **return all original ordination credentials and certificates** to the Episcopal Office at the time the request is submitted. The return of credentials shall be recorded in the Conference journal.

Upon acknowledgment of the request, the minister's name shall be presented to the Annual Conference and **removed from the roll in accordance with the minister's stated request**.

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## Standing and Pulpit Participation

Ministers who withdraw from the African Methodist Episcopal Church **in good standing and with the blessing of the Church** may, at the discretion of the presiding pastor or presiding elder, be invited to participate in worship or proclaim the Gospel. Such invitations must be extended **with pastoral discernment and clear communication**, so as not to confuse congregations regarding denominational standing, ministerial authority, or appointment.

Ministers who withdraw **not in good standing**, or who have been **expelled or disciplined**, shall **not preach, officiate, or function in any African Methodist Episcopal pulpit or ministry setting**.

Pastors, Presiding Elders, and component leaders are responsible for safeguarding ecclesial order, congregational clarity, and the integrity of the African Methodist Episcopal Church.

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## Quarterly Conference Minutes Language

### Ministerial Status Notification

The Quarterly Conference was informed that \_\_\_\_\_, a ☐ licensed ☐ ordained minister, has submitted written notice of intent to ☐ be located ☐ voluntarily withdraw from the African Methodist Episcopal Church.

The Quarterly Conference acknowledged receipt of this notification and noted that the request will be forwarded to the Bishop and presented to the Annual Conference for appropriate action in accordance with the Doctrine and Discipline of the African Methodist Episcopal Church.

If applicable, it was further noted that all ministerial credentials and ordination papers will be surrendered to the Episcopal Office and filed with the Secretary of the Annual Conference upon action by the Conference.

No further action was taken by the Quarterly Conference.

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## Annual Conference Journal Language

### Located Minister (In Good Standing)

Upon presentation of a written request, the Annual Conference, by majority vote in regular session, **located** Rev. \_\_\_\_\_, a member of this Annual Conference in good standing, due to ☐ pressing secular business ☐ illness ☐ incapacitation ☐ other.

In accordance with Church order, all ministerial credentials were filed with the Secretary of the Annual Conference. Rev. \_\_\_\_\_ shall become a member of a local church of his or her choice.

### Voluntary Withdrawal from the Connection

Upon presentation of a written request, the Annual Conference acknowledged the **voluntary withdrawal** of Rev. \_\_\_\_\_ from the African Methodist Episcopal Church. In accordance with the minister's request, the minister's name was **removed from the roll of the Annual Conference**.

It was further recorded that:

- ☐ The minister surrendered all ordination credentials, which were filed with the Episcopal Office.
- ☐ The minister was not ordained and surrendered all applicable ministerial credentials.

This action was taken at the request of the minister and duly recorded in the Conference journal.

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## Template Letter

### Request for Location or Withdrawal from the African Methodist Episcopal Church

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[Date]

The Right Reverend \_\_\_\_\_  
Bishop, \_\_\_\_\_ Episcopal District  
African Methodist Episcopal Church

**Re: Request for ☐ Location ☐ Voluntary Withdrawal**

Dear Bishop \_\_\_\_\_,

After prayerful discernment, I respectfully submit this letter to formally request that I be:

- ☐ **Located by the Annual Conference** due to pressing secular business, illness, or incapacitation; **or**  
☐ **Permitted to voluntarily withdraw from the African Methodist Episcopal Church.**

I understand that this request will be presented to the Annual Conference for appropriate action and that, upon approval or acknowledgment, my name will be removed from the Annual Conference roll in accordance with Church order.

- ☐ I am an **ordained minister** (Deacon/Elder) and hereby return all original ordination credentials and certificates with this letter.  
☐ I am a **licensed minister** and acknowledge the surrender of my ministerial credentials upon action by the Conference.

I affirm that this request is made freely and voluntarily, and I am grateful for the opportunity to have served within the African Methodist Episcopal Church.

Respectfully submitted,

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

Ministerial Status: ☐ Licensed ☐ Deacon ☐ Elder

Annual Conference: \_\_\_\_\_

Current Appointment (if applicable): \_\_\_\_\_

Address / Phone / Email: \_\_\_\_\_