

**Disaffiliation Process Paragraph 2553**  
**Providing Historical Records**

The Local Church will provide originals or acceptable copies of church documents for archiving with the Annual Conference. These items must be turned over before the date of the church conference is set. If your records are not complete for some reason, please submit what you have.

**Church documents to provide:**

- Professing membership roll;
- Baptized membership roll;
- Constituency Membership roll
- Record of any marriages performed at the church;
- Record of funeral dates
- Record of who is buried in the cemetery as well as those who have been promised/purchased plot.
- Church History; Newspaper articles about the church
- Charge Conference files; Church Council minutes;
- List of the pastors who served the church;
- Contents of the cornerstone (or time capsule);
- Copies of any awards that the church has received;
- Any other historical information that the church or historian might have.

**Please mail these in one box to WNCC Conference Archives c/o Rev. Jim Pyatt, P.O. Box 1004, Misenheimer, NC 28109.**

**Please notify your District Superintendent when these items have been mailed.**