**Classis of Holland**

Reformed Church in America

**Rev. Dr. Daniel Griswold,**

**Classis Coordinator**

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Call to a Minister of Word and Sacrament

To the Rev. [*Name]*, grace, mercy, and peace from God our Father and Jesus Christ our Lord.

Whereas, the [*Name]* Church of [Location] is well satisfied with the piety, gifts, and ministerial qualifications of you, (N.N.), and has good hope that your labors as a minister of the gospel in this place will be attended with a blessing.

Therefore, we, (here insert the legal title of the church), hereby solemnly and in the fear of the Lord do call you, the said (N.N.), to be our pastor and teacher; to preach the Word of God in truth and faithfulness; to administer the holy sacraments agreeably to the institution of Christ; to edify the congregation, and especially the youth by catechetical instruction and by explaining the essential truths of the Holy Scriptures; to maintain Christian discipline; and to fulfill as a faithful servant of Jesus Christ the whole work of the gospel ministry in conformity with the Word of God and the Constitution of the Reformed Church in America, to which you, upon accepting this call, must, with us, remain subordinate.

It is further stipulated that in fulfilling the ordinary duties of your ministry, besides preaching on such texts of Scripture as you may deem proper to select for our instruction, you also explain the points of doctrine contained in the *Heidelberg Catechism*, and that you conform to the usual practice of our congregation in rendering all customary public service. The particular services required of you are: (here insert such particulars as the consistory may deem necessary).

We promise you in the name of this church all proper attention, love, and obedience in the Lord. We promise and oblige ourselves to encourage you in the discharge of the duties of your important office, and to free you from worldly avocation while you are dispensing spiritual blessings to us, to pay you the sum of $\_\_\_\_\_\_\_ in \_\_\_\_\_ payments yearly and every year, and to consider annually whether such payments are adequate, as long as you continue to be the minister of the church, together with (here insert particulars which refer to a parsonage or residence, or other emoluments).

As long as you continue to be the minister of this church, we also promise to pay the stipulated contributions to the Reformed Church retirement plan and provide

benefits including group life insurance, long-term disability insurance, and medical insurance for you and your immediate family.\* Such insurance coverages shall meet or exceed the minimum standards stipulated by the Board of Benefits Services. If you and your immediate family elect medical coverage through your spouse’s employer-sponsored group plan, we will not be required to provide medical insurance. In addition we promise to provide a minimum of one week and a stipend equal to not less than the equivalent of 1/52 of the minimum cash salary established by the classis for a study program mutually agreed upon by you and us for your professional development, for each year in service with our congregation. By mutual agreement this time and money may be accumulated to a maximum equivalent of four years of service.

We hereby bind ourselves and our successors for the performance of all the foregoing by the underwritten signatures of the consistory members to this instrument.

May the Lord incline your heart to a cheerful acceptance of this call and send you to us in the fullness of the blessing of the gospel of peace.

Done in consistory and subscribed with our names this [date] day of [month], [year].

Attested by

Supervisor of the call

\**“Immediate family” is understood to mean those dependents eligible for family medical insurance according to the insurance plan document of the Reformed Benefits Association.*

Signatures Page

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Approved by the Classis of Holland:

President

Clerk of Classis