

## DUE DATES

For information sent to the AC/SC for the 40<sup>th</sup> General Assembly, June 19-22, 2012

<b>December 2, 2011</b>	<input type="checkbox"/> <b>PRESBYTERY ROLLS</b> verify pastoral relationships and appointments to offices/committees of presbyteries. <i>Send changes by email, fax, website, or mail; signed original not required</i>
<b>February 20, 2012</b>	<input type="checkbox"/> <b>NOMINATIONS</b> for permanent committees and agencies, special committees and the SJC (RAO 8-4.e) <b>(Forms 059, 060)</b> <i>Signed original required by mail or fax</i> <input type="checkbox"/> <b>REPORT OF REPRESENTATIVES</b> to Review of Presbytery Records (RPR) Committee and Nominating Committee <b>(Form 053)</b> <i>Send changes by email, fax, or mail; signed original not required</i>
<b>February 13, 2012</b>	<input type="checkbox"/> <b>STATISTICAL FORMS</b> from churches <i>Signed original required, or input electronically over the Web</i>
<b>March 21, 2012</b>	<input type="checkbox"/> <b>OVERTURES</b> for <i>Commissioner's Handbook</i> (RAO 11-7) <i>Signed original required, please also send file by email</i> <input type="checkbox"/> <b>BCO VOTES</b> for the <i>Commissioner's Handbook</i> <i>Signed original required, OK to send by fax</i>
<b>April 20, 2012</b>	<input type="checkbox"/> Matters needing reference to the Committee on Constitutional Business, i.e. <b>PROPOSED CHANGES IN THE BCO</b> (RAO 11-6). <i>Signed original required, please also send file by email</i> <input type="checkbox"/> <b>BCO VOTES</b> for the <i>Supplement to the Commissioners' Handbook</i> <i>Signed original required, OK to send by fax</i> <input type="checkbox"/> <b>Materials for the Supplement to the Commissioner's Handbook</b> <i>Send changes by email, fax, or mail; signed original not required</i> <input type="checkbox"/> Report of representatives to <b>COMMITTEES OF COMMISSIONERS</b> <i>Send changes by email, fax, or mail; signed original not required</i> <input type="checkbox"/> 3 copies of <b>PRESBYTERY MINUTES AND RESPONSES TO EXCEPTIONS</b> (RAO 16-4, 16-7, 16-10) <i>Signed original and 2 copies required</i>
<b>May 21, 2012</b>	<input type="checkbox"/> Final deadline for <b>OVERTURES</b> (exclusive of <i>BCO</i> amendments) to be considered by the General Assembly (RAO 11-8) <i>Signed original required, please also send file by email</i>

**For Due Dates regarding end of the year information to the Stated Clerk's Office, please see page 075 in this Clerk's Handbook.**

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