Historical Preservation for Your Presbytery

Wayne Sparkman, the PCA Historical Center Director, recommends that presbyteries maintain the following records for historical preservation:

- Candidates and credentials files
- Correspondence files [but not excused absence requests and not short incidental notes]
- Judicial case files
- Studies and Reports prepared and/or adopted by the Presbytery
- Bulletins from ordination services; memorials for TEs & REs and bulletins from their funeral services.

Lastly, the above applies to both print and digital documents. The Historical Center will gladly receive materials in digital format; there is no need to print things out before sending them on.

Please send files to the PCA Historical center by email to <u>wsparkman@pcanet.org</u> or by mail to:

PCA Historical Center 478 Covenant Lane St. Louis, MO 63141

You may also contact Wayne directly by phone: Office : (314) 469-9077 Cell : (314) 346-9150

The PCA Historical Center is online at <u>www.pcahistory.org</u>.