

**\*\*\*ATTENTION\*\*\***  
**\*\*\*ALL LAY SPEAKERS\*\*\***

If you wish to become a *Local Church Lay Speaker...*

You MUST be recommended by your pastor or Charge Conference and then complete the Basic Lay Speaking Course.

In order to maintain *LOCAL CHURCH LAY SPEAKER STATUS*:

1 - You MUST fill out the Lay Speaker's Annual Report and have yourself re-approved each year at your Church Charge Conference.

2 – You MUST take the Lay Speaking Refresher Course every THREE YEARS.

If you wish to become a *Certified Lay Speaker ...*

You MUST have taken Basic and at least one Advanced Lay Speaking Course.

In order to maintain *CERTIFIED LAY SPEAKER STATUS*:

1 – You MUST have taken an Advanced Course within the last three years

2 – You MUST fill out the Lay Speaker's Annual Report and have yourself re-approved each year at your Church Charge Conference.

**\*\*\*PLEASE NOTE: For those who have missed the three-year requirement the Refresher Course must be taken prior to re-certification as a Local Church Lay Speaker; then an Advance Course is required to be re-approved as a Certified Lay Speaker.**

BE SURE YOU FILL OUT YOUR ANNUAL REPORT. (ask your pastor for the form before Charge Conference) THESE FORMS WILL BE COLLECTED BY THE DISTRICT OFFICE AND A COPY MAILED TO ME AFTER ALL CHARGE CONFERENCES HAVE BEEN COMPLETED. **THIS IS A REQUIREMENT IF YOU WANT TO REMAIN ON THE ACTIVE LAY SPEAKER LIST.**