



Certification of Parochial Records

Expert from the Virginia Synod Constitution, Section S14.15:

The parochial records of all baptisms, confirmations, marriages, burials, communicants, members received, members transferred or dismissed, members who have become inactive, or members excluded from the congregation shall be kept accurately and permanently, they shall remain the property of each congregation. At the time of the closure of a congregation, such records shall be sent to the regional archives. The secretary of the congregation shall attest to the bishop of this synod that such records have been placed in his or her hands in good order by a departing pastor before:

- a. Installation in another field of labor, or
- b. The issuance of a certificate of dismissal or transfer.

Dear Mr./Ms. Secretary:

This is to certify that the parochial records of _____

Lutheran Church, in _____ Virginia, which have been the responsibility of _____, Rostered Minister, have been checked and found to be in good order, and have been given into the custody of the secretary of the congregation.

Signed: _____, Secretary

Countersigned: _____, Dean

Date: _____

Please Mail To: Virginia Synod, P.O. Box 70, Salem VA 24153