

CALIFORNIA-NEVADA ANNUAL CONFERENCE OF THE UNITED METHODIST CHURCH

Request for Conference Moving Expense Reimbursement

(Retiring Clergy not assigned to a local church)

NAME _____

NEW ADDRESS _____

Moved from _____ Date of Move _____

Name of Moving Co. _____ Cost \$ _____

Date _____ Signed _____

The reimbursed cost is taxable income to the retiree and will be reported to the IRS on a 1099-MISC.

Conference Rules and Procedures

Retiring Pastors and Surviving Spouses:

A. Participants:

- (1) Full-time pastors or associate pastors of churches in this Conference entering into retirement or disability leave.
- (2) Widows or widowers of pastors who die while serving as full-time pastors or full time associate pastors of churches in this Conference.

B. Requirements:

- (1) Moving is performed by a licensed commercial moving company. Any exceptions must be approved in advance by the Conference Treasurer.
- (2) Payments shall relate only to the transportation cost of moving furniture, personal property and equipment within the Conference. For purposes of this plan, an automobile may be considered personal property if shipment is approved in advance by the Cabinet. Payments will not be made to cover the cost of transportation of persons, packing, unpacking, storage, insurance.
- (3) The weight of furnishings, personal property and equipment shall be verified to the Conference Treasurer by receipt from a public weighmaster, a waybill, or a certificate from a moving or railroad company. Where the cost of the move is determined by an hourly rate, generally in moves of less than 50 miles, the requirement for verification of weight shall be waived.

C. Payments:

- (1) The Conference will pay the full transportation cost as defined above.
- (2) Where the cost of the move is determined by an hourly rate, the Conference will pay the full cost for up to three workers and a van working up to 15 hours.

Mail this completed form and receipts to CONFERENCE TREASURER, P.O. Box 980250 West Sacramento, CA 95798-0250 within two weeks following the move.