



**DIOCESE OF TRURO**  
**Diocesan House Kenwyn Truro Cornwall TR1 1JQ**

**APCM RETURNS FORM**  
**FOR THE YEAR 2008/2009**

Please complete this form ACCURATELY and LEGIBLY

Return it to:

Diocesan House, Kenwyn, Truro, Cornwall TR1 1JQ

after the elections at the Annual Church Meeting  
and not later than 31 May 2008

Deanery of: \_\_\_\_\_

Parish of: \_\_\_\_\_

Signed: \_\_\_\_\_

Position held: \_\_\_\_\_

Date: \_\_\_\_\_

**Please see attached check list for forms which need to be completed each year.**

For Diocesan Office Use only: Completed  by .....



**\*IMPORTANT INFORMATION** . The information supplied to us on this form is held on our Diocesan database, and is accessed by staff at Diocesan House. We also receive requests from time to time to release this information to other PCC Officers and Clergy or to connected organisations for mailing purposes. If any officers do not consent to the release of their personal information in this way, please ask them to notify Diocesan House in writing. **Please ensure** that all officers entered on this form are aware of this.

**First Churchwarden**

**(who will receive joint correspondence)**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

If you have never been a Churchwarden before  
Please tick here (to assist us with courses/training)

**Second Churchwarden**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

If you have never been a Churchwarden before  
Please tick here (to assist us with courses/training)

**PCC Secretary**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

If you have never been a PCC Secretary before  
Please tick here (to assist us with courses/training)

**PCC Treasurer**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

If you have never been a PCC Treasurer before  
Please tick here (to assist us with courses/training)

**Planned Giving Officer**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

**Independent Examiner/Parish Auditor  
(NB must NOT be a PCC Member)**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**



**\*IMPORTANT INFORMATION** . The information supplied to us on this form is held on our Diocesan database, and is accessed by staff at Diocesan House. We also receive requests from time to time to release this information to other PCC Officers and Clergy or to connected organisations for mailing purposes. If any officers do not consent to the release of their personal information in this way, please ask them to notify Diocesan House in writing. **Please ensure** that all officers entered on this form are aware of this.

**PCC Lay Vice-Chairman**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**Church Electoral Roll Officer**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**Nominated Person for Child Protection**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

Synodical Government Measure 1969

**CHURCH ELECTORAL ROLL  
CERTIFICATE 2008**

Parish of \_\_\_\_\_

In the Deanery of \_\_\_\_\_

In the Diocese of Truro

I hereby certify that the number of electors upon the Church Electoral Roll of the above Parish, as revised in preparation for the Annual Meeting in the year 2008, was \_\_\_\_\_

Date \_\_\_\_\_ 2008 Signed \_\_\_\_\_ Position\* \_\_\_\_\_

Note that under Rule 4 of the Church Representation Rules:

- (1) \*This certificate is to be signed by the Chairman, Vice-Chairman, Secretary, or Church Electoral Roll Officer of the Parochial Church Council (state which).
- (2) Certificates must be sent to the Secretary of the Diocesan Synod not later than 6<sup>th</sup> June in a year in which certification is due
- (3) At the time of sending these, a further copy must be affixed, for a period of not less than 14 days, at or near the principal door of every church or building licensed for public worship.

**\*IMPORTANT INFORMATION** . The information supplied to us on this form is held on our Diocesan database, and is accessed by staff at Diocesan House. We also receive requests from time to time to release this information to other PCC Officers and Clergy or to connected organisations for mailing purposes. If any officers do not consent to the release of their personal information in this way, please ask them to notify Diocesan House in writing. **Please ensure** that all officers entered on this form are aware of this.

**Lay Representatives on the Deanery Synod for THREE YEARS**

**Representative 1**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

**Representative 2**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

**Representative 3**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

**Representative 4**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

**Representative 5**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**

**Representative 6**

Title \_\_\_\_\_ First Name \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Tel ( \_\_\_\_\_ ) \_\_\_\_\_

email \_\_\_\_\_

**I prefer to be contacted by email  post**