

2014 Southern Ohio Synod Congregational Remittance Form Instructions

Your congregation's 2014 Southern Ohio Synod Congregational Remittance Form is pre-populated with your **congregation's name, city, congregation number** (assigned by ELCA) **and 2014 Mission Support Goal**. The 2014 Mission Support Goal reflects the amount your congregation confirmed with the synod office or if no confirmation was made, reflects the recommended goal provided to you in the fall of 2013. If the Mission Support Goal is not correct or changes at any point during the 2014 fiscal year, please contact the synod office at 614.464.3532 or Joy Hacker, Southern Ohio Synod Accountant, at sos.jhacker@gmail.com.

Please make additional copies of the Remittance Form for use throughout 2014.

We are also requesting that you complete the Treasurer name and contact information fields on the form so Joy Hacker knows how to reach you should she have a question about a mission support check or remittance form.

The **DATE** field must also be filled in for proper tracking.

These fields must be filled in every time a remittance form is submitted. These fields help ensure that your congregation is properly credited with the correct Mission Support contribution amounts.

A blank form may be downloaded from the Southern Ohio Synod website under the 'Congregation' dropdown menu. Select 'Financials' and then '2014 Congregational Remittance Form-Blank.'

Send Checks To: Southern Ohio Synod
P.O. Box 634261
Cincinnati, OH 45263-4261

ALWAYS include a completed Congregational Remittance Form with every check mailed to our P.O. Box.

MISSION SUPPORT—FIRST TIER GIVING is the general support of the ELCA and Southern Ohio Synod operations, missions and ministries. Monies are collected by the Synod office and then sent on to Churchwide as outlined in the synod's annual operating budget approved by the Synod Assembly. Your congregation's annual goal is reached through First Tier Giving aka Mission Support.

SECOND TIER GIVING is support of specific ELCA or Southern Ohio Synod missions and ministries, above and beyond the congregation's Mission Support giving. Most of the Giving Opportunities in this section of the form are primarily funded by your congregation's Mission Support donations. Some individuals and congregation's like to

give to specific ministries, in addition to their general Mission Support (First Tier) giving. This section provides the opportunity to do so.

ALWAYS BEING MADE NEW: THE CAMPAIGN FOR THE ELCA & SOUTHERN OHIO SYNOD is a new category stemming from the ELCA 25th Anniversary Campaign approved by the 2013 ELCA Churchwide Assembly. This is directed giving in support of campaign-specific ministries beyond the regular ELCA and Southern Ohio Synod budget as approved by the Churchwide Assembly and Synod Council.

PLEASE RETAIN A COPY OF REMITTANCE FORM FOR YOUR RECORDS. Please make sure you make a copy of the 2014 Southern Ohio Synod Congregational Remittance Form each time you submit a new one.