



— The **Diocese** of —
West Missouri

The Rt. Rev. Diane M. Jardine Bruce
Bishop Provisional

CONVENTION DELEGATE CHANGE FORM

Church: _____ City: _____

Current Delegate to be replaced:

Alternate replacing Delegate:

PRINT Name

PRINT Name

PRINT Email Address

PRINT Email Address

Signature

Signature

Clergy or Lay Person in Charge/Warden/Dean:

PRINT Name

Signature

Check-in Table Official:

Date

Time

To replace the person serving as a delegate for your congregation with an alternate:

1. Complete this form
2. If your clergy/lay person in charge is not present at convention, one of your church's wardens may sign. If none present, then the dean for your church's deanery may sign the change form.
3. If the exchange is being executed because the original delegate cannot attend convention, **and a registered alternate is in attendance**, the clergy/lay person in charge may sign for the original delegate (including his/her initials as proxy). If clergy/lay person in charge is absent, one of the church's wardens, or if they are absent, the dean may do so.
4. **Only the clergy/lay person in charge (or if unavailable, a warden of the church in question) may appoint a new delegate when no alternate exists (Canon 2, Section 4).**
5. An official at the check-in desk will verify the form is in order.