

CERTIFICATE OF LAY DELEGATES/CONVENTIONS 2011

CONVENTION to ELECT a BISHOP COADJUTOR • October 29, 2011
235th Annual Convention of the Episcopal Diocese of New York • November 19, 2011
Cathedral Church of St. John the Divine, New York City

MAIL TO: The Secretary of Convention, The Diocese of New York, 1047 Amsterdam Avenue, New York, NY 10025-1798

Parish: _____ City _____

WE DO CERTIFY, that in accordance with Article IV and Canon 2 of the Constitution and Canons of the Diocese of New York (shown on the reverse side of this Certificate) the following duly qualified persons were elected/appointed as lay delegate(s) to the Convention of the Diocese of New York on (date) _____ at (place) _____

Signature: Rector / Priest-in-Charge / Vicar (or Warden if no clergy in charge) _____

Signature: Clerk of the Vestry or of the Advisory Board _____

TWO signatures required: Member of Clergy in Charge (or Warden if no clergy in charge) *and* Clerk of Vestry

DELEGATE **ALTERNATE:** (the Diocesan Canons refer to Alternates as "Provisional")

Name: _____ Name: _____

Address: _____ Address: _____

City/State/Zip: _____ City/State/Zip: _____

Email: _____ Email: _____

DELEGATE **ALTERNATE:**

Name: _____ Name: _____

Address: _____ Address: _____

City/State/Zip: _____ City/State/Zip: _____

Email: _____ Email: _____

DELEGATE **ALTERNATE:**

Name: _____ Name: _____

Address: _____ Address: _____

City/State/Zip: _____ City/State/Zip: _____

Email: _____ Email: _____

The lay delegate(s) elected by the Vestry of your parish should attend the
Convention to Elect a Bishop Coadjutor as well as the 235th Annual Diocesan Convention.
Delegates need to register and pay only once to attend both conventions.

This certificate allows your delegate(s) to vote at both conventions.

Should a delegate be unable to attend either one of these two Conventions, the Clerk of the Vestry needs to submit
a Change in Delegate form to the Convention Office. Delegates need to be certified and registered.

Registration fee: **\$85 per delegate until September 30, 2011**

Late registration fee: **\$110 per delegate after September 30, 2011**

Number of Lay Delegates: _____

Number of Alternates: _____

Please indicate number of VEGETARIAN LUNCHES needed _____

If unable to pay online: Make check payable to "The Diocese of New York" \$ _____ Mail check to the Convention Office.

CANONICAL DUE DATE FOR THIS CERTIFICATE: SEPTEMBER 19, 2011

Canonical deadlines are based on the due dates of the Annual Diocesan Convention

REGISTRATION AT THE DOOR: \$150

From the Constitution and Canons of the Diocese of New York

ARTICLE IV

-MEMBERS OF CONVENTION

The Convention shall consist of the Bishop, the Bishops Coadjutor and Suffragan, if any, and of Clerical and Lay and nonvoting Youth Members.

The Clerical Members shall be those Clergy who shall be canonically resident and ministering within the Diocese.

The Lay Members shall be those lay persons delegated from the several congregations in union with Convention, not exceeding five from any congregation, and the number of Lay Members to be delegated by such congregation shall be in proportion to the total active communicant-in-good-standing membership listed in the latest annual parochial report according to the following formula:

One Lay Member for the first 250

Two Lay Members for more than 250 but no more than 500

Three Lay Members for more than 500 but no more than 1,000

Four Lay Members for more than 1,000 but no more than 2,000

Five Lay Members if above 2,000 communicants in good standing

Such as are present of the officers of Convention and the chairmen of committees, boards and commissions required to report to Convention and not otherwise Members of Convention, shall be Members thereof with voice but without vote. Questions with respect to the qualification of Clerical, Lay and Youth Members shall be determined by the Convention. Youth members shall not have the right to vote.

Youth Members of Convention shall be chosen as provided in the Canons.

CANON 2-LAY MEMBERS

Sec. 1. Choosing and Qualifications of Lay Members, Vacancies and Provisional Members:

(1) Lay Members from each Congregation shall be chosen in accordance with rules established by the Congregation. Each congregation may also choose as many Provisional Lay Members as may be required to fill vacancies among the elected Lay Members occurring by resignation, death, inability to attend Convention or otherwise.

(2) Persons, whether male or female, of the age of eighteen years or more shall be eligible to serve as Lay Members or Provisional Lay Members to any Convention, and to be elected to any Diocesan committee, commission or other lay office of the Diocese. If a person selected as a Lay Member or Provisional Lay Member is not a member of his/her Congregation's Vestry, he/she must belong to the Congregation being represented; must, if such Congregation be a Parish, be entitled to vote for wardens and vestry members thereof; and must have been a member of the Congregation for at least one year prior to his/her selection.

(3) The evidence of the appointment of a Lay Member or a Provisional Lay Member shall be a certificate on the form provided by the Secretary of the Convention stating the time and place of appointment, signed by the Rector of the Congregation and by the Clerk of the Vestry, or, in the case of any Congregation that does not have a Rector or a Vestry, by such other officers of the Congregation as may be acceptable to the Secretary. The certificate must show on its face that the appointment has been made in accordance with all the requirements of this Canon, and shall certify that the Lay Member or the Provisional Lay Member is duly qualified. No other evidence of appointment of any Lay Member or Provisional Lay Member shall be received or honored by the Secretary.

(4) If for any reason a vacancy shall occur among the Lay Members of a Congregation, it shall be the duty of the Rector, or if there be no Rector or the Rector be absent or disabled, the duty of the Church Wardens or one of them, or in the case of a Mission Congregation, the duty of the Vicar, or if there be no Vicar or if the Vicar be absent or disabled, the duty of the Clerk of the Advisory Board, to designate in writing a Provisional Lay Member to fill the vacancy. Such written designation, when filed with the Secretary of the Convention, shall be sufficient evidence of the right of the person therein designated to represent the Congregation as a Lay Member.

Sec. 2. Certificate of Appointment of Lay Members: When the Secretary provides the notice required by Canon 4, he/she shall also mail or otherwise transmit to the Clerk of each Congregation in union with Convention a blank printed form of Certificate of Lay Members, together with a copy of Sec. 1 of this Canon 2.

Sec. 3. List of Lay Members: Immediately after the appointment of Lay Members, and at least sixty days prior to the meeting of the Convention, it shall be the duty of the Clerk of each congregation in union with Convention to certify all such appointments to the Secretary of the Convention in the form prescribed by this Canon. From the certificates thus received, the Secretary shall prepare a list of Lay Members for use in organizing the Convention.