



The Presbyterian Church in the United States of America  
NEWARK PRESBYTERY  
**AGREEMENT FOR TERMS OF DISSOLUTION**

**BETWEEN THE REV.** \_\_\_\_\_ **AND**

\_\_\_\_\_ **NAME OF CHURCH**

\_\_\_\_\_ **ADDRESS**

We, the members of the Session of \_\_\_\_\_,  
request that the congregation and the Presbytery concur in the dissolution of the pastoral  
relationship between the church and the \_\_\_\_\_ for the  
following reasons and on the following terms:

**I. Reason:** Mutual understanding.

**II. Terms of severance:**

All financial agreements (including, but not limited to):

1. Salary continuation for:  
\_\_\_\_\_.
2. Benefits continuation for:  
\_\_\_\_\_.
3. Loan repayment or shared equity agreement:  
\_\_\_\_\_.
4. Manse use for a period not to exceed  
\_\_\_\_\_.
5. Compensation for unused earned annual leave (vacation): \_\_\_\_\_
6. Provision for use of office, equipment, etc.: \_\_\_\_\_
7. Terms and time limits on physical presence (not to exceed 30 days after the date of termination).
8. Reimbursable business expenses (*e.g.*, mileage, study leave, etc.) are not a part of terms of dissolution. Such expenses end when pastoral duties end.

**III. Time and dates of separation:**

- a. The Session will call for a special meeting of the congregation to be held on (DATE) \_\_\_\_\_ following morning worship for the purpose of acting on the proposed Terms of Dissolution.
- b. The Presbytery/Committee on Ministry will act on these Terms of Dissolution at its meeting on (DATE) \_\_\_\_\_, pending the vote of the congregation on (DATE) \_\_\_\_\_.
- c. The effective date of the ending of the pastoral relationship shall be (DATE) \_\_\_\_\_, pending the action of the Presbytery.
- d. The date of the completion of these terms of dissolution shall be (DATE) \_\_\_\_\_.

**IV. Other terms of dissolution: NONE.**

(The pastor should *not* be invited, nor should s/he accept an invitation, to officiate at a funeral after the date of the ending of pastoral duties.)

**V. Other items related to this agreement:**

- a. All parties waive the right to pursue legal action related to this dissolution agreement once it is acted on by Newark Presbytery, unless all terms of this agreement are not fulfilled.
- b. The Presbytery will be responsible for monitoring the completion of the agreements made. No further negotiations, changes in the agreement, or other alterations may be made after Presbytery action.
- d. Should the (NAME OF PASTOR) \_\_\_\_\_ find full-time employment before (DATE) \_\_\_\_\_, the church's financial obligations shall end as of the date said employment begins.

Approved by the Session of (NAME OF CHURCH) of (CITY OF CHURCH), New Jersey, on (DATE).

**Signatures:**

Moderator of Session: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk of Session: \_\_\_\_\_ Date: \_\_\_\_\_

Presbytery Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Other members of Session present:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Acceptance by the Pastor: \_\_\_\_\_ Date: \_\_\_\_\_

**By Newark Presbytery**

This Agreement was approved by the **Newark Presbytery**, through action taken by its Committee as authorized by G-11.0502h.

Date of Action \_\_\_\_\_ (Signed) \_\_\_\_\_, COM Chairperson

Date of Action \_\_\_\_\_ (Signed) \_\_\_\_\_, Stated Clerk

**- OR -**

This Agreement has been reviewed by the Committee on Ministry. The Committee recommends that the Presbytery approve this Agreement.

Date of Action \_\_\_\_\_ (Signed) \_\_\_\_\_, COM Chairperson

This Agreement was approved by the **Newark Presbytery**.

Date of Action \_\_\_\_\_ (Signed) \_\_\_\_\_, Stated Clerk

Date of Action \_\_\_\_\_ (Signed) \_\_\_\_\_, General Presbyter

Please send this completed agreement to:

General Presbyter, Newark Presbytery  
192 Broad Street Bloomfield, NJ 07003

*Copies shall be distributed to:*

- 1. The Pastor 2. The Clerk of Session 3. The Moderator of COM 4. The General Presbyter

