



Change of Congregation Contact

This form can be used to notify the SA Presbytery and Synod of any change to office bearers/position holders. The outgoing contact section should be completed in all circumstances to ensure the correct record is changed.

Please forward to: Database Changes, UCA Presbytery and Synod of SA, GPO Box 2145, Adelaide SA 5001 or fax (08) 8236 4201 or email: secretariat@sa.uca.org.au

Organisation type to which the following changes relate:

Congregation Parish/Linked Congregations Mission Network Other

What is the name of this/these congregation/organisation/s?

Outgoing Position Holder

Title	Given Name (s)			
Surname				
Position end date:				
Position(s) held:	Chairperson	Administrator	Secretary	Treasurer
	Presbytery and Synod member		Duty of Care Contact Person	
	Privacy Contact Person	Other _____		

Incoming Position Holder

Title	Given Name (s)			
Preferred Name (if applicable)				
Surname		Privacy Preference* (see table below)		
Street Address		Synod	Church	Public
Suburb	Postcode	Synod	Church	Public
Postal Address		Synod	Church	Public
Suburb	Postcode	Synod	Church	Public
Home Phone		Synod	Church	Public
Work Phone		Synod	Church	Public
Mobile		Synod	Church	Public
Email		Synod	Church	Public
Position start date:				
Position(s) held:	Chairperson	Administrator	Secretary	Treasurer
	Presbytery and Synod member		Duty of Care Contact Person	
	Privacy Contact Person	Other _____		

*Privacy Preference Definitions

Flag	Disclosure	Included in Synod Directory
Public	Permitted to be disclosed to any (anonymous) member of the public	Yes
Church Use Only	Permitted to be disclosed to ministers, Synod staff, and office bearers	Yes
Synod Use Only	Permitted to be disclosed ONLY to Synod staff for internal use	No

Privacy Statement

All information collected on this form is managed in accordance with the Uniting Church SA Privacy Policy 2014. It has been collected for the primary purpose of communication and correspondence related to the activities conducted by the Presbytery and Synod of South Australia, and maintaining up to date Organisation and Office Bearer records, and/or compiling the Online Directory. It may also be used in relation to any authorised activities of other Synods or the Assembly of the Uniting church in Australia. If you need clarification about what constitutes an authorised activity or you have any other privacy related queries, please contact Malcolm Wilson on (08) 8236 4206 or privacy@sa.uca.org.au

Signature: _____ Date: ____/____/____

Please photocopy as necessary