



Variation Request Form

The Mission and Service Fund provides vital financial support to every aspect of the Uniting Church’s mission. This support is made possible through the significant commitment of Congregations and Faith Communities allocating 10% of their income to the Fund.

Contributions to the Fund are made after payment of stipends, associated allowances & charges, salaries and essential operating costs and before other expenditures which Congregation or Church Council may approve and are consistent with the purposes of the Church (per the Regulations).

Request for variation

Congregation name:

requests a partial full variation to the Mission and Service Fund for contributions due in the period _____ to _____

Reason(s) for variation

Please provide a brief explanation in support of the Variation Request. Attach additional sheets to this form if required.

Please note that any contributions collected on behalf of your Network via Direct Debit will continue unless advised otherwise.

Supporting documentation

The following documents are provided in support of this Variation Request

- Minutes from Church Council endorsing the request.
- A copy of the most recent audited Financial Statements (Income Statement and Balance Sheet)
- A copy of the most recent Financial Statement showing Year-to-Date Actual and Budget amounts.

Representative of the Church Council

Title	Given Name (s)			
Surname				
Position(s) held:	Chairperson	Administrator	Secretary	Treasurer
Street Address				
Suburb		Postcode		
Home Phone		Mobile		
Email				

Send to: **Uniting Church SA, Financial Services Team**
GPO Box 2145 ADELAIDE SA 5001
or inance@sa.uca.org.au

Should you require any assistance please phone (08) 8236 4282 or 1300 766 956 (country)

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 varying a Mission and Service Contribution agreement. If you need clarification about what constitutes an authorised activity or you have any other privacy related queries, please contact Rev Sue Page on (08) 8236 4217 or privacy@sa.uca.org.au

Signature: _____

Date: ____/____/____