

UCC CERTIFICATE ORDER FORM

UNITED CHURCH OF CHRIST

Mail, Fax or E-Mail this Certificate Order form to:

UCC Resources
 Attn: Brian Furry
 700 Prospect Ave 4th floor
 Cleveland, OH 44115

(216) 736-3784
 (216) 736-2206 (fax)
 866-822-8224 Ext. 3784
 e-mail: furryb@ucc.org

CUSTOM CERTIFICATES ORDERS:

- | | |
|--|---|
| 1. _____ Certificates ordered with FOLDER(s), \$14.00 ea. | _____ Cream w/Blue UCC Logo 6x9 Presentation folder(s) ONLY, \$4.50 ea. |
| _____ Certificates ordered with PLAQUE(s), \$30.00 ea. | _____ Maroon w/Gold UCC Logo 8.5x11 Presentation folder(s) ONLY, \$4.00 ea. |
| _____ Certificate(s) ONLY (no folder or plaque), \$10.00 ea. | _____ 11.5x14 WALNUT PLAQUE(s) ONLY (w/hardware), \$25.00 ea. |

2. Indicate type of Certificate (8.5x11 on parchment w/ UCC logo):

- | | |
|------------------------------|--|
| _____ ***** UCR01 Ordination | _____ ***** UCR03 Anniversary (Licensure) |
| _____ ***** UCR02 Retirement | _____ ***** UCR04 Anniversary (Ordination) |

******* Signed by the UCC General Minister & President and the Ministerial Excellence, Support and Authorization Team Leader.**

- | | |
|---|---|
| _____ UCR05 Licensure | _____ UCR12 Reception of Local Church UCC |
| _____ UCR06 Anniversary (Church Bldg) | _____ UCR13 Anniversary (Congregation) |
| _____ UCR07 Installation | _____ UCR14 Appreciation |
| _____ UCR08 Privilege of Call | _____ UCR15 Pastor Emeritus/a (male/female) |
| _____ UCR09 Commissioning | _____ UCR16 Licensure Emeritus/a (male/female) |
| _____ UCR10 Ordained Ministerial Standing | _____ UCR17 Custom (provide exact wording) ADDITIONAL \$8.00 EA.: |
| _____ UCR11 Ordained Min. Ptnr. Standing | |

(Continue in section 3 "any other" entry, or on additional sheet of paper as necessary)

3. Supply information to appear on certificate (all that apply):

Name on Certificate _____ Male Female

Name of Church _____

City _____ State _____

Association _____ Conference _____

Date of Anniversary _____ Presentation date IF applicable _____

ANY other dates/info re: items in No. 2. above _____

Anniversary (number of years) _____

4. Indicate below title of individual to sign your Certificate:

- | | |
|-------------------------------------|---|
| _____ Conference Minister | _____ Association Minister |
| _____ Associate Conference Minister | _____ For the Association |
| _____ Moderator of the Conference | _____ Moderator of the Association |
| _____ Acting Conference Minister | _____ For the Conference Acting as an Association |
| _____ Other Signature _____ | |

NON-CUSTOM CERTIFICATES ORDERS:

5. The 13 items below come TEN (10) per PACKET, NO customization. Order by NUMBER OF PACKETS OF 10:

\$6.00/PACKET OF 10:

- _____ UCR100, 6x9 Certificate of Licensure
- _____ UCR101, 6x9 Certificate of Installation
- _____ UCR102, 6x9 Certificate of Privilege of Call
- _____ UCR103, 8x11 New Certificate Member in Discernment
- _____ UCR104, 6x9 Certificate of Ordained Ministerial Standing
- _____ UCR105, 6x9 Certificate of Ordained Ministerial Partner Standing
- _____ UCR106, 6x9 Certificate of Reception of Local Church into the UCC
- _____ UCR107, 8.5x11 Transfer Ordained Ministerial Standing

\$10.00/PACKET OF 10:

- _____ UCR108 (wallet size) Member in Discernment ID cards
- _____ UCR109 (wallet size) Ordained Minister ID cards
- _____ UCR110 (wallet size) Ordained Minister/Partner Standing ID cards
- _____ UCR111 (wallet size) Licensed Minister ID cards
- _____ UCR112 (wallet size) Commissioned Minister ID cards

6. **Ship To Address:**

Name _____

Address _____

City _____ State _____ Zip _____

Conference _____ Association _____

Telephone (including area code) _____ e-mail _____ Date _____

7. **Bill To Address (if different):**

Name _____

Address _____

City _____ State _____ Zip _____

Conference _____ Association _____

Telephone (including area code) _____ e-mail _____ Date _____

PAYMENT POLICY: Due to the scheduling and prioritizing of incoming work, certificate orders received less than two (2) weeks prior to the “need by date” **WILL BE CHARGED an additional \$25 RUSH FEE.**

SHIPPING/PROCESSING CHART:

\$00.00 – \$20.00 = \$5.00
\$20.01 – \$50.00 = \$10.00
\$50.01 – \$100.00 = \$15.00
\$100.01 + = \$20.00

AMOUNT DUE

Order Total \$ _____
Shipping/Processing \$ _____
GRAND TOTAL \$ _____

NEED BY DATE: _____

Please check one: Residential Business

Send check, made payable to “UCCR” to:

UCCR
Attn: CERT
700 Prospect Ave 4th floor
Cleveland, OH 44115