

Congregational (Unit) Information

When new officers are elected in your congregation, **it is your responsibility to let the SWO secretary know.** Failure to do so will result in your not receiving the SWO information you need for your unit. Please consider emailing her the information, or else send this copy.

You may use another copy for other officers

Congregation _____

City _____ Conference # _____

WELCA President/Chair or Contact Person for your unit – please complete even if you desire information to be sent to another address.

Name _____ Phone _____

Address _____ Cell Phone _____

City _____ State _____ Zip _____

*E-Mail Address _____

Would you like mailings emailed to you? _____ Date change takes effect _____

Who are you replacing in your church/unit _____

If you would like information sent to a different address, complete the following.

Name _____ Phone _____

Street Address _____

City _____ State _____ Zip _____

*Email _____

Check if you would like information mailed to both places _____

Current information is very important as all mailings/e-mailings from both the SWO and Churchwide will be sent to the above designated person. If you have already sent your information this year, there is no need to send this one. This form may be copied – please submit to your Conference Coordinator and the SWO Secretary when a new contact person is elected/ designated for your WELCA unit. Thank you!

***We want to make every effort for you to receive information through email as to save paper and the cost of postage. Thanks for your help.**

Pamela Bowman, SWO Secretary
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Updated 02/2025