

# Diocese of Algoma

## Central Payroll Form - Honorarium

The Executive Committee has established the following policy for the payment of honorariums for both lay and clergy officiants.

*Anyone acting as an officiant for a service in a parish to which they are not licensed or covenanted shall be paid by the parish for travel at the diocesan casual rate, out-of-pocket expenses, and an honorarium of \$150.00 minimum for the first service and an honorarium of \$50.00 minimum for each additional service in the same day and \$75.00 - \$100.00 for a midweek service. The per km travel rate will reflect the current Diocesan rate.*

Church: \_\_\_\_\_

Parish Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

*If the priest has not been on central payroll within the past year please attach a blank cheque to this form and fill in a TD1 and TD1ON and return all to the Synod office to the attention of the Assistant Treasurer.*

**Clergy Name:** \_\_\_\_\_ **Date of service:** \_\_\_\_\_

Honorarium amount: \$ \_\_\_\_\_

Travel: \_\_\_\_\_ kilometers at \$ \_\_\_\_\_ per kilometer for a total travel amount of \$ \_\_\_\_\_

**Clergy Name:** \_\_\_\_\_ **Date of service:** \_\_\_\_\_

Honorarium amount: \$ \_\_\_\_\_

Travel: \_\_\_\_\_ kilometers at \$ \_\_\_\_\_ per kilometer for a total travel amount of \$ \_\_\_\_\_

**Clergy Name:** \_\_\_\_\_ **Date of service:** \_\_\_\_\_

Honorarium amount: \$ \_\_\_\_\_

Travel: \_\_\_\_\_ kilometers at \$ \_\_\_\_\_ per kilometer for a total travel amount of \$ \_\_\_\_\_

Signature:

Warden: \_\_\_\_\_ or Incumbent: \_\_\_\_\_

**Please scan and email to [jennifer.baron@dioceseofalgoma.com](mailto:jennifer.baron@dioceseofalgoma.com)  
or fax to (705) 946-1860.**