

PNW CONFERENCE THE UNITED
METHODIST CHURCH

Additional Instruction Sheet for the 2022 Table 1 Statistical Report

Please read before you fill out your Table 1, Statistical Report

1. Fill in the Table 1, Statistical Report. A worksheet showing 2022 data can be printed from the GCFA Local Church Statistics website (stats.gcfa.org – see online instructions. All forms must be filed online (see online instructions). The general instructions included in the Statistics Program, STATS, are extremely detailed. Please use them. The instructions from GCFA for Tables 1, 2, & 3 are posted on our PNW website so you can print them out; they are extremely detailed. Therefore, this page has been reduced to a few basic rules.

If you do not have online access, you may send a signed copy of the worksheet to your district office to be filed for you.

DO NOT LEAVE ANY OF LINES 2-23 BLANK. If there is nothing to report, simply enter a 0. Please do not use abbreviated substitutes for numbers. Do not enter “x” or check mark... only numbers may be entered.

2. The instructions for each line appear on Table 1, Statistical Report instructions from GCFA – they also appear in the Statistics software, STATS, as you are entering your numbers. If you want to print out the full set of GCFA instructions, they are at our UMOI website as “Table 1 - GCFA Detailed Instructions – 2022.”
3. Please check the information at the top of the form (State, District, Pastor, etc.) and notify your District Office if it is incorrect as of 12/31/22. All reports are for the calendar year ending **December 31, 2022.**
4. **THE NUMBER ON LINE #1 MUST BE THE NUMBER ON LAST YEAR’S LINE #9.** This will be automatically filled in online and cannot be changed. Errors in any year's report may be corrected on lines 2.d (for addition) or 3.c (for subtraction). *Please contact me if you have questions.*

Submit Table 1, Statistical Report, with the electronically signed copy of Table 2 and Table 3 by **February 20, 2023.** It is the responsibility of the pastor to see that these reports are completed. (Ref: 20202 *Discipline*, ¶340 and ¶2702)

Please double-check your reports before submitting them. Each year many of these reports require verification for errors in addition and subtraction or simply the failure to fill in all the blanks.

Please don't hesitate to contact us with any questions or concerns regarding this report so that you can meet the deadline:

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