



The Presbytery of Western North Carolina

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Time Sensitive: All Reports due by February 15, 2018

To: Churches in the Presbytery of Western North Carolina
From: Tonya Williams
Date: December 6, 2017
Re: Annual Statistical Reports

Blessings to you this Advent season! I know you have been anxiously awaiting the arrival of this letter! The link from the Office of General Assembly is now active for you to complete your church's Annual Statistical Report for the 2017 reporting year. You can access information by clicking on the link below:

<http://oga.pcusa.org/section/churchwide-ministries/stats/>

A copy of the Instruction Workbook can also be downloaded from this link. You will find it on the right under "Featured Resources."

Your User Name and Password have not changed. If you have misplaced your login information, give me a call or email me (828/438-4217 or twilliams@presbyterywnc.org) and I can look it up for you. If you are having trouble logging in, remember that the most common mistake in entering your login information is omitting the exclamation mark (!) at the end of your password.

Keep in mind that you do not have to enter all your information at once. As long as you hit the "accept" button at the bottom of each page, your data will be saved and you can come and go as often as you like. Also remember that this is a wonderful time to evaluate your membership rolls. This benefits not only your church, but the Presbytery as well. Help us be good stewards!

The 2018 Church Data Form is attached. It will also be posted on Presbytery's website (www.presbyterywnc.org) under "Useful Forms" by mid-month.

All reports are due by Thursday, February 15, 2018. Failure to comply is a violation of the *Book of Order*. At midnight, the system locks and you cannot enter any more data. Please keep this important date in mind and don't wait until the last minute to key your information. Avoid the stress and plan ahead!

Please let me know if I can be of help. I appreciate the time it takes for you to make this reporting process a success. Thank you in advance!

Wishing you all the best this holy season!