

**FORMAL NOTICE OF THE ANNUAL MEETING OF
THE GENERAL ASSEMBLY OF UNITARIAN & FREE CHRISTIAN CHURCHES,
08-11 APRIL 2010**

To: Congregations, District Associations, Affiliated Societies
Ministers, Lay Pastors, Lay Leaders, GA Executive Committee Members,
Honorary Members and Associate Members

The eighty-second **Annual Meeting** of the General Assembly of Unitarian and Free Christian Churches will be held at The Jubile Campus of The University of Nottingham, from Thursday 08 April to Sunday 11 April 2010. Each congregation having thirty or more members over the age of eighteen may send TWO delegates; congregations with less than thirty members, fully recognised fellowships, district associations, and affiliated societies may send ONE delegate. Fellowships provisionally recognised may send visitors, one of whom may speak but not vote at the Business Meetings. Associate Members are welcome to attend and may speak but not vote at the Business Meetings. The first session of the Annual Business Meeting is scheduled to be held at 15:30 on Thursday 08 April.

REGISTRATION Registration forms will be sent with other Annual Meetings papers in December. A separate form is required for each person. This form may be photocopied locally as necessary to save time and expense for you and for us. Please complete the form and return it to Essex Hall by **25 February 2010** at the latest, with payment. A late booking fee will be levied on applications received or unpaid after that date. We need to have bookings in by this date in order to meet the venue's notice requirements (particularly for vacating bedrooms). The Conference Fee is payable by all delegates and visitors, whether resident or not, as a contribution towards the costs of holding the meetings.

YOUNG ADULTS Details of the system of subsidy for young adults are on the reverse side of the registration form and should be filled in, if applicable.

INSURANCE We strongly recommend that you take out cancellation insurance at the time of registration as there can be no reimbursements for cancellations within six weeks of the start of the Annual Meetings.

DOCUMENTS Annual Reports, Annual Meetings Handbooks, and all available details of the meetings will be distributed to registrants at least two weeks before the start of the meetings.

MOTIONS In accordance with the GA Constitution: motions for the Annual Meeting should be received by the Chief Officer on or before **Thursday 11 February 2010** giving the names of the proposer and seconder. Background papers on the motions are requested and recommended, but are not a formal requirement. To help with ensuring materials are produced in a timely fashion, you are encouraged to send motions in as soon as possible.

(a) Motions submitted by district associations or affiliated societies must be supported by a majority of the relevant governing body of the association or society. They should be submitted officially by the Secretary or Chair of the body.

(b) Motions submitted by congregations must be supported by a majority of the relevant governing body of the congregation. They should be submitted officially by the Secretary or Chair of the group.

(c) Motions submitted by ministers, lay pastors, approved lay leaders, Honorary Members or Executive Committee members must be endorsed by at least twelve such individual voting members of the Assembly and their signatures should be appended to the motions received by the Chief Officer.

Requisite notice of motions submitted will be given by circular and in The Inquirer at least thirty days before the start of the Meetings.