



CHURCH

Active Clergy Group
445 Fifth Avenue
New York, NY 10016
866-802-6333

New Assignment Notice

The Church
Pension Fund

When you begin a new assignment, please sign and complete this form and return it to us as soon as possible. Representatives of all churches or church-related units that provide compensation should also sign it. Retirement benefits for you and your family are based on the information we have about the amount of your compensation, so it is important that we have accurate, up-to-date information. Return this form to the Active Clergy Group, The Church Pension Fund, 445 Fifth Avenue, New York, NY 10016. If you have any questions, call us at 866-802-6333.

Personal Information

Your Name			Your Phone		
Your Address – Street			Your Diocese (Canonical Residence)		
City	State	Zip	Email Address		
Your Previous Employer			Date Your Compensation Ended		

Your New Assignment

If you have more than one new source of employment, complete both sections. If you have more than two, make and complete an additional copy of this form. *List all amounts on an annual basis. For explanations of each category, see the accompanying letter.*

Source 1

Church or Church-related Unit Name					
Street Address		Your Title		Effective Date	
City	State	Zip	Phone	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	
Compensation (Per Year):					
\$	\$	\$	Y N	\$	\$
Cash Stipend	Social Security	Utilities	Housing Provided?	If N, Cash Housing Allowance	
Employer's Signature			Date		\$
					If Y, Additional Cash Housing Allowance

Source 2

Church or Church-Related Unit Name					
Street Address		Your Title		Effective Date	
City	State	Zip	Phone	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	
Compensation (Per Year):					
\$	\$	\$	Y N	\$	\$
Cash Stipend	Social Security	Utilities	Housing Provided?	If N, Cash Housing Allowance	
Employer's Signature			Date		\$
					If Y, Additional Cash Housing Allowance

Your Signature	Date	ID# (For CPF Use)
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