



**TO: CHURCH TREASURERS**

**RE: YEAR END COMMUNICATION**

**The closing date** for receiving funds to be credited to churches in 2021 is:

**Monday, January 10, 2022**

Any funds received after this date will be credited to 2022 giving. This date is necessary to allow time for the office to complete the reports for Central Receiving Service in Louisville.

**Reminders:**

- All checks must be submitted to the Presbytery with a [remittance form](#).
- If you are a new treasurer, please send your email address to the presbytery office so that you will receive all treasurer communications.
- The [2022 General Mission Pledge form](#) is to be returned by January 14, 2022.
- The 2022 Per Capita Apportionment notice will be mailed to the church. We hope you will be paying in full by March 31, 2022, but if that is not feasible, please let me know how and when you will be paying.

If you have any questions, please call or email me (414-292-2740 or [chalverson@pbymilwaukee.org](mailto:chalverson@pbymilwaukee.org))

Thank you for your help!

Chris Halverson  
Office Manager/Associate Stated Clerk