



# Readers Transfer Form



Diocese of  
Liverpool

Once completed, this form should be returned to the ~~Central Services, Diocese of Liverpool,  
St James' House, 20 St James Road, LIVERPOOL, L1 7BY.~~

## SECTION A - PERSONAL DETAILS

The following details are held on our database for office use only. Unless you advise us to the contrary, we shall assume that you are content with this.

Surname:	Previous Parish:
Christian Name/s:	Previous Incumbent:
Address:	Year Licensed in Previous Parish:
Phone:	New Parish:
Email:	New Incumbent:
Date of Birth:	

Please give a brief summary on your ministry in your previous Parish/Church under the following headings:

1. On average how many sermons would you preach in the year:
2. Please indicate the types of services at which you had full/shared responsibility:  
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3. Did you have any specific responsibility as a Reader for ministry within your previous parish/Church or wider community and if so, what?  
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4. In addition to your Reader Ministry role, what other functions did you perform?  
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5. If you have not preached in another Church before, would you welcome the opportunity to do in your new Ministry?

6. Please give details of any training that you have undertaken in the last 5 years or since licensing if less than 5 years.

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7. Are there any other areas of training that you think would be helpful?

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*N.B Our expectations of Liverpool Readers are to attend the AGM in September and Reader Conference in November.*

8. In your new church are there areas of Reader Ministry that you would especially like to explore?

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9. Are there any special factors we should take in consideration which influence you Ministry?

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10.

Do you have any special need/disability we need to know about?  
Do you require a loop system/signing services or do you lip read?

Do you have a visual impairment: if so what format would you like any material issued in: Braille/large print (if so please specify font size.)?

Are you a wheelchair user/have any access issues we need to know about?

11. New Incumbents Comments:

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**Items to include with this form are:**

- Previous Incumbents Reference
- Working agreement
- PCC Minutes agreeing to the transfer

Signed.....

Date.....