



# Northern Great Lakes Synod Pulpit Supply

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## Guidelines for Congregations Requesting Pulpit Supply

1. It is suggested that either before or during the worship service, a council member or worship assistant introduce the visiting worship leader.
2. Hospitality in the form of fellowship and/or meals is most appreciated. Guest worship leaders enjoy becoming a part of a church family, if only for a day.
3. An honorarium of \$125 for one service and \$35 for each additional service is suggested. (Example: If the same person does one on Saturday evening and two on Sunday) an honorarium of \$195 is suggested.
4. As of January 1, 2025, mileage reimbursement is at the IRS rate of 70 cents per mile.
5. Please pay worship leaders on the day of the worship service(s).

**\*If Synod staff provides pulpit supply, please make checks payable to NGLS.**

**Please Note:** Lay Preachers are not authorized to preside at Holy Communion unless authorization is received in advance from the bishop.

To request authorization, email [kfinegan@nglsynod.org](mailto:kfinegan@nglsynod.org) with the name of the lay person, church/town, date(s) needed, and reason for request. The authorization will be sent by email.

## **Ordained Pastors**

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## **Lay Preachers**

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