



## Apportionments and End-of-Year Payments

Apportionment payments for 2016 must be received in the lockbox at Regions Bank or paid on line by Tuesday January 10, 2017. This is not a postmarked by date; it is the last day monies must be received in the Conference office or the bank lockbox to be included in 2016 apportionments receipts. Any payments received after that date will be applied to 2017 apportionments. Any payments received between January 1 and January 10 must be clearly marked as to which year they are to be applied.

All apportionment payments should be accompanied by a completed Remittance Report.

[Click here](#) to access the Remittance Report on the Conference website.

Or go to the website at [www.flumc.org](http://www.flumc.org):

- Click on the "Financial Services" tab
- Click on "2016 Apportionment Giving Report Forms"
- Select one of the two versions of the Giving Report listed at the bottom of the page

Complete the Remittance Form with the following information:

- Church name
- GCFA number
- Preparer contact information
- Allocation amounts for each fund

To pay online [click here](#).

Any amounts due for Ministry Protection and Health and Benefits at the end of the year will continue to show as outstanding on a church's statement in 2016. To ensure proper processing of these payments and avoid errors, payments should contain the following information on the check, check stub or statement:

- Church name
- GCFA number
- Invoice number (include all letters and any 0's)
- Allocation amounts for each invoice


Also, take note of the billing address for each of these types of payments. The last four (4) numbers after the zip code are different for each and very important to include to ensure your payment is processed properly.

**To be considered a 100% connectional church in the Florida Annual Conference**

**Journal, 100% of 2016 apportionments must be received by January 10, 2017, and all outstanding Ministry Protection and Health and Benefits obligations must be received by December 31, 2016.**

Dist: Local Pastors, Business Administrators, Financial Secretaries, Finance Committee, Treasurer, DS, District AAs, Conference Treasurer and Conference Controller

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