



Dear Professional Church Workers,

Attached is the combined registration form for the District Board of Directors and Endowment Fund Board of Managers meetings as well as the Professional Church Workers (PCW) and Circuit Visitors Conferences to be held **May 15-19, 2017**. Please note that the deadline for returning the registration is March 31, 2017.

The locations for the meetings and conferences are as follows (see attached schedule):

Ascension of Christ Lutheran Church (Monday)

16935 W 14 Mile Road, Beverly Hills, MI 48025

Grace Lutheran Church (Tuesday & Wednesday)

25630 Grand River Avenue, Redford, MI 48240

The Sheraton Detroit Metro Airport Hotel (Thursday & Friday)

8000 Merriman Road, Romulus, MI 48174

The theme of the PCW Conference is "Loving Your Neighbor: Even if they are unlovable." The speaker will be The Rev. Dr. Lawrence R. Rast, Jr., president of Concordia Theological Seminary, Fort Wayne, Indiana, and professor of American Christianity and American Lutheranism. Also speaking will be The Rev. Allan Buss, Senior Pastor at Immanuel Lutheran Church, Belvidere, IL and The Rev. Dr. John A. Nunes, president of Concordia College-New York. We are excited about the opportunity to gather together to worship, learn, and fellowship in the name of our Lord Jesus Christ.

Each congregation of our District is assessed **\$3.25** per communicant member each year to cover the cost of all District conferences. The 2017 assessment notices will be mailed in March. Travel, housing, and meals during the conference are paid for the following:

- ✚ Called Pastors serving English District congregations (including Associate and Assistant Pastors)
- ✚ Called Commissioned Church Workers on the roster of Synod serving English District congregations such as Deaconesses, DCEs, Teachers, etc.

Conference housing and meals are provided at the hotel for retired pastors. However, they are responsible for their own transportation. Pastors and Church workers serving ministries NOT assessed as English District entities, including advisory pastors, vicars, spouses, etc. are responsible for all of their own expenses, including meals, hotel room, and transportation. (Some churches pick up the cost of their vicars and others.)

Registration at the conference begins on Tuesday, May 16 at 6:00 p.m. **A food truck will be at Grace Lutheran Church from 4:30 to 6:30 p.m. for you to purchase food prior to the conference which begins at 7:00 p.m.** The Conference will conclude at noon on Thursday, May 18 at the Sheraton Detroit Metro Airport Hotel which will provide airport shuttle, if needed.

Mark your calendars now and complete the attached registration form OR register online at <http://englishdistrict.org/news-and-events/conferences-and-conventions>.

For those not registering online, please return your completed registration form to the English District office via fax (248)476-0188, regular mail, or email webmail@englishdistrict.org.

DEADLINE for registration is March 31, 2017.

English District – LCMS
Board of Directors Meeting and
2017 Professional Church Workers and Circuit Visitors Conferences
Grace Lutheran Church, 25630 Grand River Avenue, Redford, MI 48240

"Loving Your Neighbor: Even if they are unlovable"

Board of Directors: May 15, 16
Endowment Fund Board of Managers: May 16
Professional Church Workers: May 16 (7:00 pm) - May 18 (11:00 am)
Circuit Visitors: May 18 (noon) – May 19 (11:00 am)

Registration due March 31, 2017

Registration also available online: <http://www.englishdistrict.org/news-and-events/conferences-and-conventions>

Name: _____ Phone: _____
Address: _____ Email: _____
City: _____ State/Province: _____ Zip/Postal Code: _____
Church/Ministry Name: _____ City: _____ State/Prov: _____

Housing
Sheraton Detroit Metro Airport

8000 Merriman Rd, Romulus, MI 48174 - 734-729-2600

Require Lodging at Sheraton: ☐ Yes ☐ No

Please indicate lodging requirements:

Board of Directors/Endowment Managers	<input type="checkbox"/> Sunday 5/14/17	<input type="checkbox"/> Monday 5/15/17
Pastors/Commissioned Ministers	<input type="checkbox"/> Tuesday 5/16/17	<input type="checkbox"/> Wednesday 5/17/17
Circuit Visitors	<input type="checkbox"/> Thursday 5/18/17	

Share room with:

Double-occupancy housing will be available for all registered eligible participants at the hotel.
There will be a charge of \$65 per day for spouses (includes breakfast) or \$55 for a single room.

☐ Single room (*I will pay the additional cost*) ☐ Spouse will be attending (*Spouse room rate applies, includes breakfast*)
(Spouse's name: _____)

Fine print:

If additional nights are needed due to travel, you must contact the District office for pre-approval or you will be held responsible for the cost of the room. Room and meal cancellations will be accepted up to April 20, 2017. Otherwise you will be responsible for the cost if you do not attend. (Any exceptions will be at the discretion of the District office.)

I need transportation between Grace Lutheran Church and the Sheraton Detroit Metro Hotel ☐ Yes ☐ No

Meals

All conference attendees are encouraged to partake of the meals provided, but if circumstances or travel constraints will prohibit you from attending any of these meals, please do not mark them below. Breakfast is included at the hotel in the cost of the room. Meals purchased during travel are not reimbursable. **A food truck will be at the church on Tuesday from 4:30 to 6:30 for you to purchase food prior to the conference.**

I plan to participate in the following group meals:

Pastors/Commissioned Ministers ☐ Wednesday Lunch (Church)
☐ Wednesday Dinner (Church)

Circuit Visitors ☐ Thursday Lunch (Hotel) ☐ Thursday Dinner (TBD)

My spouse plans to participate in the following meals: (Cost to be invoiced and due prior to conference)

☐ Wednesday Lunch \$10 ☐ Thursday Lunch \$15
☐ Wednesday Dinner \$15 ☐ Thursday Dinner TBD

Dietary Restrictions:

Travel Information

Transportation information for those flying:

From/To Airport: A hotel shuttle is available from/to Detroit Metro Airport (DTW). Please call the hotel 734-729-2600 when you land to arrange for the shuttle.

Please schedule your flight arrival allowing for travel between the airport and hotel and boarding of the 4:30 p.m. bus to the church.

I will be arriving via: ☐ Airplane ☐ Automobile - Passengers:

Arrival Date: _____ Arrival Time: _____ Airlines/Flight#: _____
Departure Date: _____ Departure Time: _____ Airlines/Flight#: _____

Registration form due March 31, 2017

Online: <http://englishdistrict.org/news-events/events/board-directors-endowment-fund-meetingsprofessional-church-workers-pcwc-circuit>

Mail: English District – LCMS or Fax: (248) 476-0188
33100 Freedom Road E-mail: webmail@englishdistrict.org
Farmington, MI 48336-4030

If you are unable to attend, this excuse form must be filled out and returned. Also please let us know how we can pray for you.

EXCUSE FORM

I, _____ of _____ Church/Ministry in (City) _____,
(State/Province) _____ Zip/Postal Code _____ desire to be excused from the Professional Church
Workers Conference on May 16-18, 2017 because: _____

Prayer request(s) _____

Signed: _____ Date: _____