

REBATE FUND GUIDELINES  
FOR DISTRICT EQUALIZATION MEMBERS

As directed by Conference Rules, the Board of Lay Ministry adopted the following guidelines on September 22, 2013.

Each person seeking rebate funds must submit a District Equalization Member Rebate Application form at the 2014 Annual Conference Lay Session. These forms will be available online and at the Lay Session. **All Forms will be collected during the Lay Session and must be completely filled out.**

The following stipulations apply:

- A Roll Call Card must have been submitted to the Conference Secretary at the opening of Annual Conference Session.  
Note: Roll Call Cards will be checked.
- You **must attend the entire session** from Thursday through Sunday.
- All registration and special meals fees must be paid at the time of registration.

The maximum rebate will be \$204 per person (\$172 for young adults and \$165 for youth members.) Following the Annual Conference Session, applications will be checked and processed. If the application is approved, a rebate check will be sent to you by August 31, 2014. If your reimbursement check has not been received within a reasonable time frame after August 31<sup>st</sup>, please contact BillieAnne Kennedy at [billianne@rmcumc.com](mailto:billianne@rmcumc.com) before September 30<sup>th</sup>. Any requests received after September 30<sup>th</sup> will NOT be eligible for the rebate. Questions regarding the rebate process should be directed to the Conference Lay Leaders: Margaret Hotze ([margarethotze.umw@gmail.com](mailto:margarethotze.umw@gmail.com)) or KunleTaiwo ([ktarch@att.net](mailto:ktarch@att.net)).