



When/how to use this form

This form is to be completed by an ordained minister wanting to be available for supply, or a change in their availability. If withdrawing supply, contact Presbytery PRC who will advise the Placements Committee Secretary. Mandatory requirements for a placement must be maintained to be considered for supply (eg blue card, Code of Ethics and Ministry Practice training, Safe Ministry with Children training, COVID-19 vaccination).

On completion of this form please forward to your Presbytery PRC for noting and to The Secretary of the Placements Committee at placements@ucaqld.com.au.

Section 1 General information to be completed by Minister

Minister's name

Address

(if retirement, new address)

Postcode

Home Phone

Mobile

Email

Current Placement (if applicable)

Appointing Body/Congregation

Retirement date (if applicable)

Availability restrictions (eg geographic, percentage, duration)

Effective date for supply availability

BCB Blue card number

Expiry date

Minister's signature

Date

Section 2 Presbytery record

Presbytery of

Date of recording

PRC Name

Signed

Section 3 Placements committee record

Meeting date

Signed by

Placements

Committee

Secretary