

NOTIFICATION OF DISFELLOWSHIPING OR DISASSOCIATION

(Please type or print neatly in ink.)

Individual's full name: _____
Last First Middle Suffix

_____ Date of birth

_____ Date of announcement of
disfellowshipping or disassociation

FOR OFFICE USE ONLY

Congregation number _____ Congregation name _____ City _____ State (or Province) _____

Check if applicable: Elder Ministerial servant Regular pioneer (If so, include S-202 with this form.) Special pioneer
 Listed with the Society as the person to receive literature and/or magazine shipments for the congregation.
(If so, immediately send to the Society the S-36 and/or M-206 forms, showing a new name and address.)

1. **DISFELLOWSHIPING.** Specify offense(s) for which disfellowshipped (See *ks91* 92-6.): _____
At any point, did the wrongdoer confess to the committee? _____ If not, what evidence substantiated the wrongdoing?

DISASSOCIATION. Specify by what action(s) the person disassociated himself (such as resignation, non-neutral activity, or joining another religion): _____
Did the individual submit a *signed* letter of resignation? _____ If not, what evidence substantiated the disassociation?

2. Give a detailed summation of the case, explaining exactly what took place. (Use additional sheet *only* if more space is needed.) For a disfellowshipping, include the reasons why you judged the person to be unrepentant. For a disassociation, include what led to the person's decision, how he responded to efforts to assist him, and what convinced you that his position was adamant.

3. Did the individual appeal your decision? _____ (If so, follow the instructions on the reverse side regarding appeals.)

4. If individual was previously disfellowshipped or disassociated show: _____
Person's full name at that time _____ Date of previous action _____
Date of previous reinstatement _____
Congregation that took the action _____
Name of congregation _____ City _____ State _____

5. Each member of the appointed committee should sign this form and any additional sheets. (Type name below each signature.)

CHAIRMAN: _____

Reinstated
 Deceased Date: _____ (Month, Day, Year) _____ (Signature of secretary)

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POINTS TO REVIEW BEFORE HANDLING EACH CASE

1. How body of elders selects qualified brothers to serve on judicial committee.—See *ks91* 109, 149-50.
2. Procedure for judicial committee to follow.—Review *ks91* Units 5 (a), 5 (b), and 5 (c); *ks91* 101.
3. Latest information on how to identify true repentance and appropriate works that befit repentance.—See *ks91* 111-6; *it-2* 771, par. 5; *w95* 1/1 27-31; *w81* 9/1 24-7.
4. Direction on how appeal is to be handled, if disfellowshipping is appealed.—See below and *ks91* 121-2, 124-8.

REPORTING DISFELLOWSHIPPINGS OR DISASSOCIATIONS

The S-77 form is to be used by the appointed committee to provide information to the Society when cases of disfellowshipping and disassociation are handled. The S-77 form and special blue envelopes will be used as follows:

Notification of Disfellowshipping or Disassociation (S-77): Fill out an original and make *two* carbon copies. Retain one copy for the congregation's confidential file and send the *original and one copy to the Society* in a special blue envelope. The branch office will stamp one copy of the S-77 form and return it to the congregation. After it is returned, place this stamped copy of the S-77 form with the congregation's copy of the S-77 form in a sealed envelope in the congregation's confidential file. The secretary does not sign and date the bottom of the S-77 forms until the named person is reinstated or dies.—See below.

Special blue envelopes: These are to be used when sending S-77 forms to the Society or when sending correspondence to the Society regarding judicial or child abuse matters. **Please do not use the special blue envelopes for any other correspondence.**

REPORTING DISFELLOWSHIPPING APPEALS

When an individual appeals his disfellowshipping, the chairman of the judicial committee should promptly contact the circuit overseer, who will then designate elders to serve on the appeal committee. The judicial committee should complete the S-77 forms (except for the date of announcement of disfellowshipping) and give them, along with whatever written records it has from the judicial hearing(s), to the chairman of the appeal committee prior to the appeal hearing. (See *ks91* 125.) When the appeal case has been concluded, all written records from both the original and appeal committees should be placed in a sealed envelope in the congregation's confidential file.

The appeal committee's report is to be in the form of a **letter** addressed to the Society, using the appeal committee chairman's mailing address for the return address. It is to be signed by all the members of the appeal committee, with each one's name and the name of his congregation typed below his signature. The letter should provide a detailed summation of the appeal hearing, and should include comments that directly address the following questions: (1) Was the offense for which the person was disfellowshipped serious enough to provide a Scriptural basis for disfellowshipping? (2) Was there acceptable evidence to establish the wrongdoing? Explain. (3) Was the wrongdoer unrepentant *at the time of the hearing by the original judicial committee*? What convinces the appeal committee of this?

If the appeal committee upholds the original committee's decision to disfellowship the individual, the appeal committee should make certain that the S-77 forms are filled out completely, *including the date of announcement of disfellowshipping*, and then mail *the original and one copy* of the S-77 form to the branch office in the same special blue envelope with their letter.

If the original basis for disfellowshipping was invalid, but other valid grounds for disfellowshipping exist, new S-77 forms should be made out by the original committee, giving the proper information. *The original and one copy of the new S-77 form* along with the initial S-77 form and appeal committee's letter should be sent to the branch office.

If both committees agree that the person should *not* be disfellowshipped, the individual *should not be told* this. Rather, the appeal committee should send the branch office the *original and one copy* of the S-77 form along with separate letters from both the original committee and appeal committee that supply sufficient details to give a clear picture of the reason(s) for their conclusions. Thereafter, the branch office will provide its comments.

If the appeal committee and the original committee are in disagreement, the appeal committee should send the *original and one copy* of the S-77 form to the branch office with a letter giving the reasons for its conclusion and should include a letter from the original committee that expresses that committee's reasons for disagreement.

REPORTING REINSTATEMENTS AND DEATHS

If the individual is reinstated or dies, the secretary should sign and date the bottom of the *stamped copy* of the S-77 form, check the appropriate box, and mail this copy to the Society in a special blue envelope. The same information should also be recorded on the congregation's copy of the S-77 form, which should be retained in the congregation's confidential file.