

## **Timeline to the 152nd Convention of the Diocese of Pittsburgh**

**November 10 & 11, 2017**  
**Christ Episcopal Church**  
**5910 Babcock Boulevard, Pittsburgh, PA 15237**

### **Wednesday, March 1, 2017**

**Parochial Reports for 2016 must be filed with the Episcopal Church, with a signed copy to the diocesan office. (Canon III, Sec. 2a)**

### **Friday, June 30, 2017**

**Certification of Lay Deputies form due. (Canon II, Sec. 2a).**

Each parish elects two deputies; larger parishes have additional deputies based on duly registered communicants. Deputies are elected as provided for in each parish's by-laws. Terms are for three years and begin on July 1. Certification forms must be signed by a warden OR two members of the vestry.

**PLEASE PRINT ALL INFORMATION CLEARLY.**

**ILLEGIBLE OR INCOMPLETE INFORMATION WILL NOT BE ACCEPTED.**

Signed certification forms should be mailed to:

Episcopal Diocese of Pittsburgh  
325 Oliver Avenue, Suite 300  
Pittsburgh, PA 15222

*Please note that Certification of a parish's Lay Deputies is **not the same** as registration for Convention. Registration forms will be available in September. All deputies planning to attend Convention must **also** register.*

### **Saturday, July 1, 2017**

**Deadline for recommendations to Nominating Committee. (Rules of Order B3a)**

Mail to: Episcopal Diocese of Pittsburgh  
325 Oliver Avenue, Suite 300  
Pittsburgh, PA 15222

### **Monday, July 31, 2017**

**Deadline for nominees to submit 200 word statement of interest and digital head shot for inclusion in Preconvention Journal.**

Email to: [jrogers@episcopalpgh.org](mailto:jrogers@episcopalpgh.org)

**Monday, August 14, 2017**

**Journal Reports due.**

Individuals who have been asked for a report, must submit as a Word document via email to:  
Judi Rogers at jrogers@episcopalpgh.org

**Friday, September 1, 2017**

**Parish audits are to be filed within 30 days of completion, but no later than September 1.  
(Canon XVII, Sec. 5)**

Necessary reporting forms were sent to each parish under separate cover from the Judge of Audits, and are also available on the website at [www.episcopalpgh.org](http://www.episcopalpgh.org).

**Monday, September 4, 2017**

**Deadline for submission of proposed resolutions in order to be reviewed by Diocesan Council at its September meeting. (Canon V, Sec. 6c)**

Email submissions to [office@episcopalpgh.org](mailto:office@episcopalpgh.org)  
or mail to Episcopal Diocese of Pittsburgh  
325 Oliver Avenue, Suite 300  
Pittsburgh, PA 15222

**Tuesday, October 10, 2017**

**Pre-convention Journal will be made available, including a list of nominees with biographical information. (Rules of Order B3a)**

**Friday, October 27, 2017**

**Deadline to register for convention.**

**Friday, October 27, 2017**

**Deadline to reserve display space.**

If your committee, agency, organization or parish is interested in having a display for your ministry or product, please complete the Display Table Reservation Form and submit to:

Judi Rogers  
Episcopal Diocese of Pittsburgh  
325 Oliver Avenue, Suite 300  
Pittsburgh, PA 15222  
or email to: [jrogers@episcopalpgh.org](mailto:jrogers@episcopalpgh.org)

**Friday & Saturday, November 10 & 11, 2017**

**152nd Convention of the Diocese of Pittsburgh at Christ Episcopal Church, North Hills.**