



THE STATE OF TEXAS
SECRETARY OF STATE

The undersigned, as Secretary of State of the State of Texas,
HEREBY CERTIFIES that the attached is a true and correct copy
of the following described instruments on file in this office:

THE UNIFIED PENTECOSTAL LOCAL CHURCHES, INCORPORATED.

ARTICLES OF INCORPORATION	AUGUST 27, 1952
ARTICLE 9.01	MARCH 5, 1964
ARTICLES OF AMENDMENT	JULY 12, 1973
ARTICLES OF AMENDMENT	JULY 1, 1981

IN TESTIMONY WHEREOF, I have hereunto
signed my name officially and caused to be im-
pressed hereon the Seal State at my office in
the City of Austin, this 2nd day of September A.D. 1983



John W. Famiter Jr.
Secretary of State

**UNIFIED PENTECOSTAL LOCAL CHURCHES
INTERNATIONAL, INCORPORATED**



CONSTITUTION

Unified Pentecostal Local Churches International, Incorporated

BOARD OF TRUSTEES

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Rev. C. Isaac De Los Santos, D.Th

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April 2019

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HISTORY

“Unified Pentecostal Local Churches International, Incorporated” also known as *“La Unión Pentecostés de Iglesias Locales Internacionales, Incorporadas”* was founded on November 10, 1935, in the city of Weslaco, Texas, United States of America.

It was chartered under the laws of the State of Texas on August 27, 1952 under the name of *“The Unified Pentecostal Local Churches of Texas.”*

In the convention held in August of 1971, the words *“of Texas”* were amended and substituted *“Incorporated”* due to the rapid growth of the organization in other states.

In a special session held in Tyler, Texas, on November 8, 1996, the name of the Organization was amended once more and now the legal name is, *“Unified Pentecostal Local Churches International, Incorporated.”* Under the guidance of God, it has extended to other contiguous states and has become international.

PRESIDENTS

Rev. Arnulfo López	1935-1936
Rev. Maggie McCaslin	1936-1937
Rev. J. Abraham Vázquez	1937-1970
Rev. John V. Carmona	1970-1983
Rev. Santiago Longoria, Jr.	1983-Present

CREED

“I believe in God, the Father Almighty, creator of heaven and earth. I believe in Jesus Christ, His only begotten Son, who was conceived by the Holy Spirit in the womb of the virgin Mary, suffered under Pontius Pilate, was crucified, died and was buried; descended into hell; on the third day He resurrected from the dead, ascended into heaven and is seated at the right hand of God, the Father Almighty, from whence He will come to judge the living and the dead.

I believe in the person of the Holy Spirit, the Holy Universal Church, the communion of the saints, the resurrection of the dead and in eternal life.”

Amen.

PREFACE

God is a God of order. From the lowest to the highest in God's creation, we see the most perfect order. The sun and the moon are in order; the stars are in order; the times and the seasons have their order, because in the beginning of creation God put all things in order. (Genesis 1:1-18)

On Mount Sinai, God gave Moses commandments and laws for the order of the people of Israel. (Exodus 19:1-7; 20:1-17)

Jesus Christ ordained His disciples for their mission giving them "instructions". (Matthew 10:5)

Saint Paul exhorts the church to do all things decently and in with order. (1 Corinthians 14:40)

That is why the *Unified Pentecostal Local Churches International, Incorporated* has as its fundamental base the Holy Scriptures which are recognized not as commandments of men but as commandments of the Lord. Therefore, we find the basis for the regulations of this constitution in the Holy Scriptures.

We recognize the freedom that each person saved by grace has (John 8:36), but we also recognize that the Bible teaches two categories of freedom: flesh and spiritual.

Freedom of the flesh will not subject itself to God, nor to any discipline. (Romans 8:7; 1 Peter 2:16; 2 Peter 2:19)

Spiritual freedom is complete obedience to the Word of God and to discipline. (Psalms 119:45; James 1:25; Hebrews 12:8, 11)

PURPOSE

The purpose of the *Unified Pentecostal Local Churches International, Incorporated*, is to promote the evangelism of the world, especially (but not solely) in the Hispanic community and establish a union of churches that are in agreement with this purpose and consent to this Constitution.

MISSION STATEMENT

The *Unified Pentecostal Local Churches International, Incorporated*, recognizes the spiritual necessity that exists in world today. Therefore, it makes its mission to preach the Word of God, with the purpose to reach the lost souls, as its primary task. It offers a fellowship of churches for the strength, development and maturity of the believers. This Organization is not only interested in the salvation of souls, but also in the spiritual growth of the family, therefore offering to minister to all levels of the family. To fulfill what our Lord Jesus Christ said, “Go into all the world and preach the Gospel to every creature,” the *Unified Pentecostal Local Churches International, Incorporated*, has established a missions department to fulfill this command given by our Lord. We shall grow as the Lord permits and where He wills.

DECLARATION OF FAITH

1

THE HOLY SCRIPTURES

The Bible is the infallible Word of God, written under the inspiration of God. God used humans as His instruments to write it. The Divine Spirit protected the writers of the Bible from errors and omissions. (Isaiah 40:8; John 5:39; Matthew 24:35; 2 Peter 1:19-21)

2

GOD

God is the infinite and perfect Spirit wherein all things have their source, beginning and end. (Genesis 1:1; John 4:24)

3

JESUS CHRIST

The only begotten Son of the Father, Son of God, Savior of humanity. He is also eternal God and one with the Father. (John 1:1; Isaiah 9:6; John 20:28; Romans 9:5; Colossians 2:9; John 17:5; 1 Timothy 3:16)

4

THE HOLY SPIRIT

Is God, a person and is one with Father and the Son. (Acts 5:3-4; 2 Corinthians 3:17; 1 John 5:7)

5

THE TRINITY

The Deity consists of three persons that form on God-the Father, the Son and the Holy Spirit. They are three persons perfectly united in ONE and under no circumstance, should we think that it is one person with three names. (Matthew 3:16, 17; 2 Corinthians 13:14; Matthew 28:19-20)

6

THE DEVIL

He is a fallen angel, author of all iniquity and sworn enemy of God and of the humanity. (Isaiah 14:12-15; Genesis 3:17; 1 Peter 5:8)

7

MAN

He was created by God. He consists of spirit, soul and body. He has a free will, disobeyed God and became a sinner. (Genesis 1:26, 27; 1 Thessalonians 5:23; Joshua 24:15; Romans 3:23)

8

SALVATION

Salvation was provided by God and it involves:

- Repentance (Acts 3:19; 20:21; 2 Corinthians 7:10; Mark 1:15)
- Justification (Romans 3:25, 26; 5:1; 1 Corinthians 6:11)
- Redemption (1 Corinthians 1:30, Romans 3:24; Ephesians 1:7; Hebrews 9:12)
- Sanctification (John 17:15-17; 1 Thessalonians 4:3; Hebrews 2:11; 12:14; 13:12; 1 Corinthians 1:30)

9

THE WATER BAPTISM

Water Baptism should be performed by immersion in the name of the Father, the Son and the Holy Spirit as was commanded by Jesus in Matthew 28:19.

Examples: Matthew 3:16; Acts 8:38,39.

Types: Romans 6:4-5; Colossians 2:12.

We do not believe in baptizing newborn babies. A child twelve (12) years of age, that is saved, may be baptized. In exceptional cases, children seven (7) and over that are saved, may be baptized if they so request it and have permission from their parent(s) or guardian(s).

10

LORD'S SUPPER

Jesus instituted the Lord's Supper so that we may continue celebrating it in remembrance of His death until He returns. (1 Corinthians 11:23-26; Luke 22:19-20; Matthew 26:26-29)

11

THE WASHING OF THE DISCIPLES' FEET

Jesus said, "If I then, your Lord and Master, have washed your feet; ye also ought to wash one another's feet. For I have given you an example that ye should do as I have done to you." (John 13:14, 15; 1 Timothy 5:9, 10)

12

BAPTISM IN THE HOLY SPIRIT

The baptism in the Holy Spirit is a gift of power from the Most High bestowed upon a pure and sanctified life. (Luke 24:49; Matthew 3:11; John 7:38; John 14:15-17; Acts 1:5-8)

The initial evidence of having received the baptism of the Holy Spirit is speaking in tongues. When we receive it, it is accompanied by the same signs that the disciples received on the day of Pentecost, it's to say, the speaking in other tongues as the Spirit expresses Himself. (Mark 16:17; 1 Corinthians 14:21-22; example-Acts 2:4; 10:45-46; 19:6)

13

DIVINE HEALING

All sickness is the work of the devil of which Christ came to undo. (Isaiah 53:4,5; Matthew 8:17; Mark 16:18; James 5:14-16; 1 John 3:8; Luke 13:16; Acts 10:38)

14

THE SECOND COMING OF CHRIST

The return of Jesus is as literal and visible as His Ascension. (Acts 1:11; John 14:3)
There will be two appearances and only one advent.

- The first appearance will be in rapture (to carry off) His bride who is waiting for Him. (Matthew 24:40-44; 1 Thessalonians 4:15-17)
- The second appearance will be to execute judgment over the wicked. (Revelation 1:7-8; Jude 14, 15)

15

THE GREAT TRIBULATION

The interval between the coming of Christ for His Church and His return for the judgment. There will be a great tribulation. (Matthew 24:21,22,29; Revelation 9 and 16; Isaiah 26:20,21; Mark 13:19; Daniel 12:1; Malachi 4:1)

16

THE MILLENNIAL KINGDOM OF CHRIST

The millennial kingdom of Christ is the one thousand (1,000) years that Jesus will literally reign on the earth with His saints. At this time He will judge the nations that are upon the earth.

During this period of time the devil will be bound. (Revelation 20:2-3)

The kingdom will be a kingdom of peace and blessing. (Isaiah 11:6-9; 65:25; Hosea 2:18; Zechariah 14:9-20; Isaiah 2:2-4)

17

THE JUDGMENT BEFORE THE GREAT WHITE THRONE

In the end, God will judge the living and the dead according to their works. (Revelation 20:11-14; Daniel 12; Acts 10:42)

18

NEW HEAVEN AND NEW EARTH

The Bible teaches that this earth, which has been corrupted by sin, will disappear as a result of the judgment before the great white throne. God will create a new heaven and a new earth where justice will reign. (2 Peter 3:12, 13; Revelation 21:1-2; Isaiah 65:17; 66:22)

19

HELL

The Bible teaches us that hell is as eternal as heaven. (Matthew 25:41; Revelation 14:11; Luke 16:24; Mark 9:43, 44)

20

DIVORCE

We do not believe that a person should divorce. The Word teaches us that marriage binds us for life under the law of the New Testament, the law of Christ. There is only one cause for divorce—fornication. (Matthew 5:31,32; 19:9; Mark 10:11,12; Luke 16:18; Romans 7:2-3)

21

COHABITATION

When a couple is converted to the Lord in the state of cohabitation (common-law union), they should marry (legalize their union). (1 Corinthians 7:9, 17, 20, 24)

22

HOMOSEXUALITY

Homosexuality is a sin prohibited in the word of God. It is a sin that is forgiven at the moment of salvation (to be born again, John 3:3). From the moment of salvation, homosexuality must be forsaken and not practiced anymore. (Leviticus 18:22; 20:13; Romans 1:26-32)

We further affirm that God's plan for marriage is between one man and one woman while both shall live (for life). (Genesis 1:27; Matthew 19:4, 5)

CONSTITUTIONAL ARTICLES

NAME OF THE ORGANIZATION

ARTICLE 1

The legal name of this Organization is Unified Pentecostal Local Churches International, Incorporated (UPLCII).

The power and authority of the same is vested in the Convention of Ministers and Church Delegates. After the Convention is adjourned, the power and authority of the same is vested in the Executive Committee and Board of Trustees to administer the decisions of the Convention.

EXECUTIVE OFFICIALS OF THE ORGANIZATION

ARTICLE 2

The executive officials of the UPLCII are:

- President,
- Vice-President,
- Secretary,
- Treasurer and
- Alternate.

The same are members of the Board of Trustees of the Organization. The same shall not be two (2) of the immediate family.

Section 1

There shall be an Assistant Secretary and an Assistant Treasurer. These assistants will not have a voice or vote in the official meetings of the Executive Officials being that they are not recognized as Executive Officials.

AUTHORITY AND DUTIES OF THE EXECUTIVE OFFICIALS

ARTICLE 3

PRESIDENT

It is his duty to preside in all the conventions and meetings of the Executive Committee, Board of Trustees and ministerial conduct. He shall be an official member of any and/or all the existing committees or those to be created within the Organization. He shall oversee the execution of all agreements approved by the Convention or meetings. He shall sign all minutes, documents concerning his duties, etc... It is his duty to oversee that all the elected and appointed officials and/or committees execute their duties. He will represent the UPLCII, in religious or evangelical meetings. He shall render a written annual report to the Convention.

VICE PRESIDENT

He shall assist the President in his duties. He shall substitute the President when called to do so or in case of resignation or death.

SECRETARY

It is his duty to write the minutes of the convention and meetings. It is his duty to notify persons who have been appointed to a certain position. It is his duty to have constant communication with ministers and churches. He shall keep an exact and up-to-date list of all the churches and ministers with their addresses. He shall sign all correspondence, minutes and legal documents pertaining to his position. He shall keep records, minutes, official documents, and the seal of the organization. He shall render a written report to the Convention.

TREASURER

He shall receive all the income of offerings, donations and tithes of the Organization. He shall keep a book with accurate and current accounts of all the income and expenses. He shall be authorized to make only those expenditures approved and so ordered by the Board of Trustees. His books and accounts will be audited at the prerogative of the President and/or the Board of Trustees. The same shall have a security bond. He will render a written report to the Convention.

ALTERNATE

The Alternate shall attend all the meetings of the Executive Committee and shall have a voice and vote in all the decisions. He shall render his service in any category of the Executive Officials when required to do so. He will hold any office, in case of resignation or death, within the Executive Committee with the exception of the Presidency. Whatever office he is assigned shall be held only until the following Convention.

ASSISTANT SECRETARY

He shall help the Secretary when required and substitute for the same in case of resignation or death. He shall be nominated by the President and approved by the Board of Trustees.

ASSISTANT TREASURER

—
He shall help the treasurer when required and substitute for the same in case of resignation or death. He shall be nominated by the President and approved by the Board of Trustees.

ARTICLE 4

The first four (4) Executive officials are elected by the majority vote of ministers and Church delegates in the convention. Their election will be held every three (3) years. The same shall only be reelected after four (4) full consecutive terms in the same position with sixty (60) percent of the votes on the first ballot.

Section 1

In all voting matters, “majority of votes” will be the term used for the person or matter that receives fifty (50) percent of the votes plus one (1).

Section 2

The Alternate shall be nominated annually by the President and approved by the majority of the Board of Trustees.

Section 3

The requirements to be elected as an Executive Official are as follows:

- must be an Ordained Minister of the UPLCII;
- at least four (4) years prior to the election;
- must be fulfilling faithfully the Word of God and
- must be faithful and in good standing in the Organization.

No person shall be elected if the same is absent from the Convention unless such absence is due to a death in the family, or a member of the congregation where he pastors or for grave illness.

ARTICLE 5

Those eligible to vote in the election or reelection of the Executive Officials are:

- Ordained Ministers,
- Licentiate Ministers,
- Exhorter Ministers (pastor of a church or mission),
- and church delegates of the UPLCII.

Exhorters without a church or mission cannot vote in these elections.

It is required that all ministers who vote must be paying their tithes to the headquarters of the UPLCII, and must have their fellowship card up-to-date. Any minister who, during two (2)

consecutive years, did not pay his tithes to headquarters cannot vote in these elections. This does not apply to ministers who recently joined the UPLCII.

Also in voting, the ministers and delegates present in the Convention, or in extraordinary meetings of ministers and delegates called by the President of the Organization, constitute the quorum. Delegates of the church are elected for the term of one (1) year and have voice and vote in all the extraordinary meetings called during the year.

Section 1

Visiting ministers of the UPLCII, from countries outside the United States, shall be recognized as Guests of Honor. They shall be given recognition among our ministers. In voting matters at the Convention, special sessions and Executive Meetings, they shall have a voice but no vote.

Section 2

There shall be a delegate for every fifty (50) members or a fraction thereof, for every church under the charter of this Corporation.

Section 3

The church shall elect a delegate from among its members who have been active (2) years or more. Every delegate must be elected by the church and have his certification signed by the pastor and church secretary. No one can vote or speak for an absent delegate.

Section 4

In business where voting is required the ministers and delegates of the Church present in Convention constitute the quorum.

COMMITTEES

ARTICLE 6

There are two (2) types committees: Permanent and Temporary. The Permanent Committee is made up of the four (4) Executive Officials elected by the Convention and the Alternate nominated by the President. It is known as the Executive Committee. The Temporary Committee is appointed by the President.

ARTICLE 7

The Permanent Committee shall receive all applications for affiliation, ascension in ministerial classification and duly ordained ministers. It shall receive appeals and recommend candidates for ordination. It shall be the judicial branch of the UPLCII and it will receive accusations and complaints in order to investigate them. The same has the power to suspend ministers for committing grave offenses and/or divulging affairs concerning their colleagues that are none of their concern.

Section 1

The Temporary Committee shall exist and function only while the Convention is in session. It is the duty of this committee to examine those persons who have made an application for the ministry.

Section 2

When a person appears before the Temporary Committee and makes an application, if after the rendering of judgment of the Temporary Committee that person is not satisfied, an appeal can be made to the Executive Committee. The Executive Committee shall at its own prerogative, review the entire case and shall render judgment. The decision of the Executive Committee shall be final.

TRUSTEES OF THE ORGANIZATION

ARTICLE 8

All properties of the UPLCII, including real estate, buildings and also its legal representation, shall be entrusted to the Board of Trustees.

ARTICLE 9

The Board of Trustees is made up of seven (7) members:

- President of the UPLCII, is the Director
- Vice President,
- Secretary, and
- Treasurer

These will function in the same capacity within the Board of Trustees. Hence, the four (4) elected Executive Officials are the first four (4) members of the Board of Trustees. The other three (3) members will be elected or reelected every four (4) years. These three (3) shall only be reelected after three (3) full consecutive terms in the same position with sixty (60) percent majority of votes on the first ballot. Of these three (3), one (1) will be named by the President as an alternate in the Executive Committee. When an Executive Official loses an election the same will: resign as trustee. The trustees must be citizens of the United States of America. There should not be two (2) members of the immediate family.

ARTICLE 10

It is the duty of this Board to administer all legal and domestic matters pertaining to the Organization, and to administer the distribution of income and expenses, and to prepare the annual budget, and also to determine what recommended articles are presented to the Convention floor or in a special session.

Section 1

Once a decision is made by a majority of votes by the members of the Board of Trustees, the President and Secretary are authorized to sign and execute any and/or all legal documents, contracts, deeds, etc., that have been approved by the Board of Trustees.

Section 2

When calling a meeting of the Board of Trustees, the President will notify each member either by letter, telephone, and/or in person. After each member has been notified, the meeting will proceed on the date and hour that has been scheduled. Five (5) or more trustees present constitute a quorum. All business: legal, religious or otherwise, will be decided by a majority vote of those members of the Board of Trustees.

ARTICLE 10-A

The UPLCII has the Revision Commission of Constitutional Articles. The Board of Trustees will name a Revision Commission of Constitutional Articles and said Commission will be appointed every three (3) years. The same consists of five (5) members: Chief of the Commission and four members. Said members are active ministers with updated credentials with the UPLCII.

ARTICLE 10-B

It is the duty of the Revision Commission of Constitutional Articles to receive and scrutinize every proposed article submitted by an active minister or delegate of the church during Convention, special session or a period of time in between. After scrutinizing every article for grammatical errors, intent and making sure that it does not contradict any Article of Faith or any Article. The proposed article will be submitted to the Board of Trustees to resolve. No proposed article or submission of any kind can be voted upon without having gone through this process.

ARTICLE 11

The three (3) trustees to be elected or reelected every four (4) years must meet the following requirements:

- The candidate must be an ordained minister of the UPLCII, at least four (4) years prior to the election.
- The same must be living a holy life according to the Word of God and must have been paying his tithes faithfully for the period of the four (4) years.
- These trustees shall be elected or reelected by a majority of votes by the pastors, Ministers, and church delegates to the Convention.

In case of death or resignation of a trustee, the Board of Trustees has the right to appoint a new trustee by a majority vote of the same in an urgent meeting.

Section 1

All seven (7) trustees shall not be elected at the same time. A trustee can be suspended by the Executive Committee for the following reasons:

- insubordination to the Organization,
- failure to adhere to the Constitution,
- holding anti-biblical views,
- immorality,
- sickness (if it is a prolonged illness),

- and mental incapability, for which reasons the same cannot fulfill the duties of the office; the same shall be considered an incapacitated person and another shall be appointed to the trustee's position.

(Note: In the year when all seven Trustees are due for elections, if two members of the Executive Committee are re-elected the election or re-election of all Trustees can proceed.)

ARTICLE 12

Should the Trustees of a local church appear before the Board of Trustees of the Organization with the proposition of sale of property after being approved by the members of said congregation, after having been examined thoroughly and having observed that such a proposition is not prejudicial but beneficial, they shall be advised on their proposition.

ARTICLE 13

All real estate and properties are owned by the local church. The Board of Trustees of the Organization and the Trustees of the local church are neither owners nor proprietors of real estate or properties that belong to the local church. The Organization is neither nor will be, owner of any real estate or properties that belong to the local church; unless a church in an official meeting decides, by a majority, to voluntarily have their property in the name of the UPLCII. The Organization is only the legal representative of the majority of the local church, and will defend the majority in legal and/or domestic matters, so long as it is within justice and legal. (Article 16) This article pertaining to the Board of Trustees of the Organization and to the Trustees of the local church cannot be changed or amended while this Organization is in existence.

ARTICLE 14

When a group of persons affiliated with Organization desires to buy real estate property, the same will affix the name of the Organization and the name of the local church on the deed of property. Example: Unified Pentecostal Local Churches International Incorporated, Bethel Tabernacle (or whatever name the local church might want to go by.)

NOTE: This bylaw is not applicable to independent churches who apply for affiliation to the Organization and who already have the deed made out to the local church. The procedure for these churches is specified in Article 57 and its subsequent sections.

ARTICLE 15

The Board of Trustees and the Executive Committee have no right, power and/or authority to undo or destroy a decision, bylaw and/or business, approved in the convention by the ministers and delegates of the church. They do have the authority to interpret any article of this constitution.

MINISTERS

ARTICLE 17

The UPLCII, acknowledges the need of laborers in the Lord's vineyard. Therefore, it shall accept persons who desire to be ministers. The same must be saved by grace, have a calling for the ministry, filled with the Holy Spirit, live in holiness, and conform completely to the Declaration of Faith and Constitution of the UPLCII. No practicing homosexual shall be accepted in church ministry or as a minister with credentials in the UPLCII.

Section 1

Those who want to join the ministry of the UPLCII must be faithful in the local church which includes: church attendance, monetary obligations, and tithe in full to the pastor.

Section 2

The same must fill out a minister's application answering all the questions. The applications must be signed by the pastor or the presbyter of the district in the case of a minister who does not have a pastor (if he/she is a pastor). Such shall also obtain the signatures of two ministers of the UPLCII who know the person well, if the circumstances permit.

Section 3

The persons, who sign, recommending someone for the ministry, must know the moral and spiritual life of the candidate and must be willing to appear before the credential's committee if required to do so.

Section 4

A minister, who is a pastor of a church, will not be admitted unless the said congregation is going to affiliate itself to the UPLCII.

ARTICLE 18

There are three (3) ministerial ranks, as follows: Exhorter, Licentiate, and Ordained.

Section 1

Exhorter: (Novice) A beginner minister who must minister under the auspices of a pastor. An applicant for exhorter must have been a lay minister for a period of no less than one (1) year, in the church where he is a member. Should the same become a pastor, the same must minister under the auspices of an Ordained or Licentiate Minister and send his tithes to headquarters. The Exhorter must pay tithes to the pastor where the same is a member for an indefinite period of time. An Exhorter can be Licentiate after two (2) years, having proved his calling, or the Executive Committee can waive that period of time if it deems necessary.

Section 2

Licentiate: A minister who has experience in preaching, knowledge of the Bible, doctrine and church government, etc. may be licensed to preach the Gospel. Being a pastor of a congregation the same can officiate in baptisms and the Lord's Supper, with the exception of performing a marriage ceremony. A Licentiate can apply for Ordination after a period of two (2) years, laboring as a Licensed Minister. If the circumstances require that the same be Ordained, the Executive Committee can ordain the same before the required time. The Licentiate must pay tithes to the treasury of the UPLCII, or to the pastor of the church where he/she is a member.

Section 3

Ordained Minister: A minister, man or woman, who has experience in preaching, knowledge of Biblical doctrine, maturity in the Christian life, and fidelity in fulfilling obligations. Above all, the same must be completely established in the doctrine of the full gospel, and must know, and submit to, all the bylaws of the Corporation. As an ordained minister the same can officiate in all the ordinances and ceremonies of the church. The ordained minister must tithe to the General Treasury of the corporation if he, or she, has a church. If they are not pastoring a church, they will pay 50% of the tithes to the pastor of the church where they are members and 50% to headquarters.

ARTICLE 19

Ministers of the UPLCII, will be so recognized by a yearly fellowship card. The same have the right to vote, participate, elect, be elected, etc.

(Note: So long as they qualify with the Articles already established.)

ARTICLE 20

Ministers shall be classified according to the particular gift or special calling which they have received from the Holy Spirit. We shall endeavor to adjust ourselves to the example of the first Christian Church as it is written in the Bible, and we shall also observe the laws and institutions where we are called to labor.

Section 1

Evangelist: The minister dedicated especially to evangelism.

Section 2

Missionary: The minister who is dedicated to domestic and/or foreign mission work.

ARTICLE 21

All the ministers shall pay their dues at Convention upon receiving their fellowship card. If the same cannot be present at the Convention then the dues must be sent to the General Secretary, who in turn shall send the yearly fellowship card to the minister's address.

Section 1

The dues to be paid yearly will be determined every (2) years by the Board of Trustees.

ARTICLE 22

Ministers, who join the UPLCII, must not have any direct commitment or obligation with any other organization. The same must present and forgo the credential that he or she possesses. The same shall be examined by the temporary committee and the exam shall be forwarded to the permanent committee. The same committee shall observe the conduct and labor of such candidates for a period of no less than six (6) months.

Section 1

Every minister of the UPLCII must be a member of one of our churches, the church of his/her choice.

ARTICLE 23

Women who are recognized as worthy and able to preach the Word of God shall be given credentials to exercise their ministry. The same, upon attending a general assembly or ministerial meeting of this Organization, must be "in silence with all subjection" until permitted to speak by her superiors, so that their ministry may not be considered unworthy or reproachful. (1 Corinthians 14:34-35; 1 Timothy 2:11-12.)

ARTICLE 24

Any minister of the UPLCII, who is suspended for any reason by the Permanent Committee, shall be under suspension according to these defined periods:

- Exhorter- One (1) year.
- Licentiate- One year and a half (1 ½)
- Ordained- Two (2) years.

These suspensions may be lifted at any time before the specified period, based on the conduct and recommendation of the person or persons who surround them.

Section 1

The credentials of any rank of minister of the UPLCII is suspended at any time that the same bring legal action against the Corporation.

FUNERAL OFFERING

ARTICLE 25

An offering will be established as a Funeral Offering for every person that holds an up-to-date credential with the UPLCII. In the event of death of one of our ministers, an offering will be given to the family of the deceased. The Board of Trustees will review and determine the amount. The Executive Committee will assign a person in charge of this department.

PRESBYTERS

ARTICLE 26

The presbyters (overseers) are appointed by the Executive Committee every year in the general Convention, or in an official meeting of the Executive Committee. A presbyter may be appointed for such position for the term of five (5) consecutive years. If the presbyter is required to serve in such position for a longer length of time for just causes and circumstances, the Executive Committee will make such decision. The Presbyter, once appointed, is under the authority of the President who is responsible for his labor and conduct.

ARTICLE 27

The Presbyter who is insubordinate to the President and/or the Executive Committee will be suspended and replaced by another Presbyter.

ARTICLE 28

Conditions to be appointed as Presbyter: Must be an ordained minister, pastor of a church in his district, faithful in paying tithes, active in attending the official meetings of the Organization, must keep and defend the Constitution of the UPLCII.

ARTICLE 29

Every Presbyter must have meetings with the ministers of his district, to render a report of the district activities, and to pursue ways to promote the progress of God's work in his district.

ARTICLE 30

When the ministers of the district summon the Presbyter to help with a problem the same minister must give the presbyter an offering to supply his expenses for lodging, food, and gas.

ARTICLE 31

When the President of the UPLCII, visits a district, to promote the work or to investigate a problem or has official business, the jurisdiction of the Presbyter ceases in that particular case. However, the President has the prerogative to invite or inform the Presbyter about the matter.

EVANGELISM DEPARTMENT

ARTICLE 32

The UPLCII, shall strive to maintain the Department of Evangelism, whose labor and rules shall be subject to the administration of the Executive Committee of the Organization, and subject to the approval of the majority of votes of the convention.

Section 1

Every district will create an Evangelism Fund. The churches and ministers will pay dues to maintain such a fund. The amount of dues will be determined in a presbyter's meeting of pastors and ministers.

Section 2

The District Evangelism Fund is to be used to promote revivals and endeavors in missions, new territories, and in small churches in the district. The amount that will be invested in each promotion will be decided by the Presbyter.

Section 3

The District Evangelism Fund will be put in the bank where the Secretary-Treasurer of the district lives. The checks will require two (2) signatures: that of the Presbyters and Secretary-Treasurer. The third person's signature in the bank will be that of the Treasurer of the Organization.

Section 4

The Presbyter will render a written financial report of entries and expenditures of the District Evangelism Fund to the Convention.

MISSIONS DEPARTMENT

The UPLCII shall have a Missions Department. This department shall be made up of a Board of Directors of three (3) persons:

- Director,
- Assistant Director,
- Secretary/Treasurer,
- and two members.

Said board will serve for a period of three (3) years.

Section 1

The Board of Trustees shall name the Board. There shall not be two (2) members of the immediate family. This department works under the auspices of the Board of Trustees. Therefore, all resolutions, bylaws, or business, done or approved by this department is subject to approval by the Board of Trustees. The same has the authority to amend or revoke the resolutions, bylaws or business approved by this department.

Section 2

All missions' offerings shall be sent to the Missions Fund and shall be distributed at the discretion of this board and the Board of Trustees in the missionary work whether domestic or foreign.

THE PENTECOSTAL PROGRESS

ARTICLE 34

The official periodical of our Organization is **THE PENTECOSTAL PROGRESS**. Its publication will be determined by the convention. In it, will be published all the official announcements of the UPLCII, work reports of churches, testimonies, prayer requests, etc.

Section 1

THE PENTECOSTAL PROGRESS will be maintained by the subscriptions, dues, offerings, dues from the departments, and work done with the press shop.

Section 2

The press machines, and all the material, cameras, and all other related equipment of **THE PENTECOSTAL PROGRESS** will be under the care of the editor; who shall be responsible for everything.

Section 3

The editor shall be responsible for rendering an annual inventory of everything that **THE PENTECOSTAL PROGRESS** possesses. This inventory shall be rendered in triplicate: a copy for the editor, the president, and the secretary of the Organization.

UPLCII COMMISSION OF THEOLOGICAL INSTITUTIONS

ARTICLE 35

The purpose of the UPLCII Commission of Theological Institutions, shall be to establish the standards of Higher Education for UPLCII Bible Institutes, Colleges, and Seminaries. They shall also directly oversee the association of Bible Institutes, Bible Colleges, and Seminaries which seek to be accredited by UPLCII.

Section 1

The Commission of Theological Institutions shall be made up of a Board of Directors, as well as all staff deemed necessary by said board. The CTI Board of Directors shall consist of:

- A. Director
- B. Assistant Director
- C. Secretary
- D. Treasurer
- E. Two Members

These shall hold at least a Bachelor's Degree from an institution of higher education, and have a been Ordained Minister in good standing with UPLCII for at least four years. These shall be appointed by the UPLCII Executive Board and shall be approved by the convention every three years.

Section 2

The primary responsibility of this Board shall be to oversee the formation and administration of Charter Bible Institutes and Seminaries of UPLCII.

- Explore the possibilities of forming and assimilating Bible Institutes and Seminaries for UPLCII in every region where the need may exist.
- Shall write and revise the guidelines for accreditation through CTI for Charter and Associate Institutions.
- Grant approval and give oversight to UPLCII Bible Institutes and Seminaries.
- Appoint Leadership and approve staff hiring for UPLCII Bible Institutes and Seminaries.
- Meet Quarterly to ensure the progress of its mission.
- Shall meet once every six months with the Presidents of the Bible Institutes and Seminaries.
- The Director of this Commission shall attend all Commencement Exercises of CTI Institutions or send a representative.

Section 3

Director- The Director shall be the chair of this department, and shall oversee the implementation of the Commissions Mission, as well as execute any agreements of the CTI.

Asst. Director- The Assistant Director shall assist the Director in the execution of his/her duties, and shall fill the role in case of a vacancy.

Secretary- Shall keep minutes of all meetings, and shall maintain up to date records of all member institutions.

Treasurer- Shall keep accurate and up to date accounts of the Commissions funds. Shall receive fees from Member institutions and shall maintain records of the same.

Member- Shall have a voice and vote in all proceedings of the Commission and shall assume the role of any officer which may be left vacant except the office of Director.

UPLCII CHARTER BIBLE INSTITUTES AND SEMINARIES

ARTICLE 36

UPLCII Charter Bible Institutes and Seminaries shall be **Bethel Seminary (formerly Bethel Bible Institute)** and all **other** institutions which were formed and supported by the National UPLCII through the UPLCII Commission of Theological Institutions.

UPLCII CHARTER BIBLE INSTITUTE AND SEMINARY ADMINISTRATION

ARTICLE 37

Chancellor- The President of UPLCII shall be the Chancellor of all UPLCII Bible Institutes and Seminaries.

Section 1

Administrative Board- Each UPLCII Bible Institute and Seminary shall have an administrative board made up of five directors. The President, Vice President, Secretary, Treasurer, and Member. The President and Vice President shall hold appropriate degrees from an Institution of Higher Education and be Ordained Ministers. This board shall oversee the hiring of staff adequate for the function of the Institution, and shall have the right to write handbooks which apply specifically to its functions, these shall be subject the Commission of Theological Institutions.

President- Shall oversee the administration of the Bible Institute and Seminary, ensure its compliance with all CTI standards, and recommend staff hiring (Faculty & Administrative Staff).

Vice President- Shall assist the President in the exercise of his duties, and oversee the admissions and recruiting office.

Secretary- Shall perform the duties of a parliamentary secretary in all administrative meetings, shall oversee the keeping of student records in compliance with CTI standards, shall maintain up to date records with the National CTI office.

Treasurer- Shall perform the duties of the Financial Officer of the Bible Institute and Seminary, shall oversee the payment of tuition and fees.

Member- Shall serve as a member of the Administrative board as well as oversee the development of academic facilities and a library for the Bible Institute and Seminary.

UPLCII ASSOCIATE BIBLE INSTITUTES AND SEMINARIES

ARTICLE 38

UPLCII Higher Education Department Associate Institutions shall be Bible Institutes and Seminaries which desire to affiliate with UPLCII while maintaining their own administrative structures. These shall comply with the accrediting standards established by the UPLCII Commission of Theological Institutions.

NATIONAL SUNDAY SCHOOL DEPARTMENT

ARTICLE 39

The UPLCII shall have a National Sunday School Department, with a Board of Directors made up of five (5) persons. The Board of Trustees shall provide a slate of candidates and the convention shall elect from such slate. The Board shall be elected every two (2) years.

Section 1

The Board of this Department will be made up of a Director, Assistant Director, Secretary, Treasurer, and Alternate. There shall not be two (2) members of the immediate family. This department works under the auspices of the Board of Trustees. Therefore, all resolutions, bylaws, or business, done or approved by this department is subject to approval by the Board of Trustees. The same has the authority to amend or revoke the resolutions, bylaws, or business, approved by this department.

Section 2

The churches and missions of the UPLCII shall pay the tithe of their Sunday School offerings to the treasury of the Sunday School for the use of the Sunday School Department.

CANDIDATES FOR NATIONAL MINISTRIES AND DEPARTMENTS

ARTICLE 40

The requirements for becoming a candidate to national office of the ministries of men, women, and youth are:

1. Must be saved, baptized in water, and of good testimony. In case of a credentialed Minister; must be in good standing with tithes and fellowship card.
2. Must be an active member in church, or churches, of the UPLCII, for the period of no less than three (3) years.
3. Must be an active member of that Ministry of the local church for no less than two (2) years.
4. Must be faithful to the Pastor, Church, and respective Ministry.
5. Must be a member of an organized Ministry that is active with the National Headquarters for two consecutive years prior to the election in respect to dues and one of the following contributions: tithes, work day or offerings on special projects.
6. The recommendation of his/her pastor is required, or if the person is a pastor, the Recommendation of the presbyter is required.

For information only:

Nepotism

The interpretation of immediate family is the following: Related by Blood

First Degree: father, mother, sister, brother, daughter, or son.

Second Degree: uncle, aunt, niece, nephew, grandson, granddaughter, grandfather, grandmother, or first cousin.

Related by Marriage

First Degree: husband, wife, son-in-law, daughter-in-law, brother-in-law, sister-in-law, father-in-law, or mother-in-law.

MEN'S MINISTRY

ARTICLE 41

The Men's Ministry is recognized in the Organization as MEN UNITED FOR CHRIST. It consists of a Board of five (5) persons:

- President
- Vice-President
- Secretary
- Treasurer
- Assistant

There should not be two (2) members of the immediate family. This ministry works under the auspices of the Executive Committee. Therefore, all resolutions, bylaws, or business, done or approved by this ministry's convention, is subject to approval by the Executive Committee. The same has the authority to amend or revoke the resolutions, bylaws, or business, approved by this ministry.

ARTICLE 42

The General Board of Directors of this ministry is created by the local ministries organized in all the churches of this organization. In the election of the same, those eligible to vote are pastors, ministry presidents, and delegates of the local churches. Elections or reelections will take place every two (2) years.

Section 1

When a new Board of Directors is elected, and there is no controversy, the Executive Committee may permit the outgoing directors to continue functioning during the present convention, under the condition that the outgoing directors not make any proposals or motions to the convention. If they have a proposal or motion the same will present it to the newly elected directors who in turn will discuss it with the Executive Committee.

ARTICLE 43

To create a general fund every organized ministry in our churches must send the tithes of all income to the general fund of this ministry. This fund will be distributed under the auspices and decisions of the Executive Board of Directors of the Men's Ministries, for projects and business that they consider important.

Section 1

Every member of the Men's Ministry in our churches must send their annual dues established according to their Board of Directors and approved by the Executive Committee. Said money will be used to help the President with travel expenses to visit the Churches.

ARTICLE 44

The MEN UNITED FOR CHRIST will sponsor a program for boys. The same being the ROYAL RANGERS PROGRAM.

Section 1

For appointment of Officials to this program we will follow the guidelines, established by the Charter of the ROYAL RANGERS and it's bylaws that we have obtained.

WOMEN'S MINISTRY

ARTICLE 45

The group is recognized in the Organization as Women's Ministry, its Board of Directors is made up of five (5) members:

- President,
- Vice-President,
- Secretary,
- Treasurer, and
- Alternate.

There should not be two (2) members of the immediate family. This ministry works under the auspices of the Executive Committee. Therefore, all resolutions, bylaws or business, done, or approved, by this ministry's convention is subject to the approval of the Executive Committee. The same has the authority to amend or revoke the resolutions, bylaws, or business, approved by this ministry.

(NOTE: Article 5 does not apply in decisions made by the departments because the delegates in question are those of the church not of the Department.)

ARTICLE 46

The Women's Ministry is created by the organized ministries of women in our local churches. In the election of the directors those eligible to vote are: pastors, presidents, and delegates of the local churches. Elections or reelections will be held every two (2) years.

Section 1

When a new Board of Directors is elected, and there is no controversy the Executive Committee may permit the outgoing directors to continue their functions during the present convention under the following conditions: No proposals or motions will be made by the outgoing directors to the convention. If they have a proposal to make the same will be presented to the newly elected directors who, in turn, will consult with the Executive Committee.

ARTICLE 47

Every member of the Women's Ministry, in all the churches, must send their annual dues established according to their Board of Directors and approved by the Executive Committee. Said money will be used to help the President with travel expenses to visit the Churches.

ARTICLE 48

To create their General Fund, every organized Woman's Ministry group must send tithes, of all manual labor, to the General Treasurer of this ministry. The same money will be under the auspices of the Executive Committee and will be distributed to help in church constructions and

other business affairs that the Executive Committee, in harmony with the Directors of the Women's Ministry, should approve.

ARTICLE 49

Every four (4) years a donation will be made to a church which solicits the same for church or church annex construction. This donation will be made only to churches whose Women's Ministry is organized and who sends their tithes regularly to the General Fund. In "some cases" the Executive Committee may suggest a donation for a mission or newly begun church.

ARTICLE 50

The Women's Ministry will sponsor a program for girls, henceforth called: MISSIONETTES FOR CHRIST.

Section 1

The Missionettes for Christ program shall have a Denominational Board of Directors composed of five (5) persons: Director, Assistant Director, Secretary, Treasurer, and Historian. There shall not be two (2) members of the immediate family. The same shall be appointed every two (2) years by the Executive Committee after being recommended by the Board of Directors of the Women's Ministry.

YOUTH MINISTRY

ARTICLE 51

The youth ministry of our Organization shall be recognized as: Youth United For Christ (YUFC). This ministry shall consist of a Board of Directors of seven members or officers:

- The Board of Directors shall be the National Director of YUFC (President),
- Associate Director of College and Career (1st Vice President),
- Associate Director of Young Ambassadors (2nd Vice President),
- Associate Director of Fine Arts Ministry (3rd Vice President),
- Secretary,
- Treasurer, and
- Counselors.

These officers shall always be eighteen years of age or older and shall not be two members of the immediate family serving on said board. They shall work under the auspices of the Permanent Committee. Therefore, all decisions made by this Board of Directors or all decisions agreed upon at Convention are subject to the approval of the Permanent Committee who can amend the decision or annul it.

NATIONAL DIRECTOR OF YOUTH UNITED FOR CHRIST

The National Director shall be the chair of this ministry, and shall see to the orderly implementation of the mission and goals of Youth United For Christ. He/She shall have oversight of the Youth United for Christ Initiatives, Departments, and Officers. He/she shall work towards the progress of youth ministry in the Districts and Local Churches of UPLCII. He/She shall administer the Initiatives of the National Ministry (Initiatives: Ezra Generation, Great Commission Youth Initiative, Special Conferences, Leadership Development).

ASSOCIATE DIRECTOR FOR COLLEGE AND CAREER MINISTRIES

Associate Director for College and Career Ministries shall be the First Vice President and fill the office of President in case of a vacancy in that office. He/She shall administer the order and progress of Kappa Chi Campus Ministries. He/she shall work toward the advancement of Campus and Young Adult Ministries in the Districts and Local Churches of UPLCII. He/She

shall recruit campus ministry leaders, campus Pastors, and staff under the auspices of the National Director. He/She shall organize the development of training for said campus ministries.

ASSOCIATE DIRECTOR FOR YOUNG AMBASSADORS

The Associate Director for Young Ambassadors shall be the Second Vice President. He/She shall administer the Young Ambassadors Ministry serving youth from age twelve to eighteen. He/She shall work towards the advancement of youth ministries in the local churches, and the formation of campus ministries on middle and high school campuses. He/she shall organize the development of leadership for said campus ministries.

ASSOCIATE DIRECTOR FOR FINE ARTS MINISTRY

The Associate Director for Fine Arts Ministry shall be the Third Vice President. He/She shall administer the Fine arts Ministry of YUFC known as the National Discovery Expo, and the National YUFC Bible Drill. He/She shall work toward the advancement of the Fine Arts Ministries in the Districts and Local Churches of UPLCII.

SECRETARY

The Secretary shall record the minutes of each meeting, and convention of this Ministry. He/She shall maintain correspondence with the Districts and Local churches concerning events, and conferences. He/She shall keep a list of active ministries. The Secretary shall serve as the Alternate and will fill any vacancy which may occur, except the office of President.

TREASURER

The Treasurer shall receive all income to the YUFC and keep current accounts of the incomes and expenses.

ADVISORS

The Advisor(s) shall have an advisory role to the Board of Directors.

ARTICLE 52

The Ministry of Youth United For Christ is made up of College and Career Ministries (Kappa Chi) and Young Ambassador Ministries organized in the local churches and college campuses. In the election of the Board of Directors those who will participate in the voting are the ministers, Presidents and Delegates of said ministries. The Board of Directors shall be elected or reelected every two years.

Section 1

In case of a newly elected Board of Directors, and there is no controversy, the Permanent Committee can permit the outgoing Board of Directors to continue in their office during the present Convention, as long as they do not propose anything to the Convention without first consulting the elect Board of Directors.

ARTICLE 53

The ministry of the Youth United For Christ shall have two (2) delegates to the Convention of the U.P.L.C.I., Inc. the same shall be the President and Secretary, and/or their representatives. These delegates shall have the same privilege that the church delegates have at Convention, or in extraordinary meetings called by the President of the U.P.L.C.I.I., to nominate, propose, recommend, introduce amendments or articles to the Constitution, voice an opinion, and vote.

ARTICLE 54

A guidebook shall be published for the orderly function of this ministry. This guidebook shall be approved by the Permanent Committee of the UPLCII. Said guide will not contradict the teachings of the Bible, the Declarations of Faith, or the Constitution of the UPLCII.

ARTICLE 55

Section 1

Every member of the Youth United For Christ in the local church or college ministry is obligated to pay annual dues established by the Board of Directors and approved by the Permanent Committee. This shall be to help the National Director with his/her expenses.

Section 2

Every District shall comply with the mission statement of the National Youth United For Christ and adhere to the YUFC District Handbook.

ARTICLE 56

To create the General Fund of the Youth Ministry every organized ministry in the local churches must send tithes of all manual labor of their ministry to the General Treasurer of this ministry. This fund will be distributed to projects that the Directors of the Ministry and the Executive Committee determine.

AFFILIATED CHURCHES

ARTICLE 57

Only churches, missions, pastors, and ministers who are interested in our Organization, and Who, therefore, subscribe themselves to our Constitution, Rules, and Declaration of Faith, can become members of the UPLCII.

Section 1

The administration of the church is local, but a guide book on church administration is provided for those churches who desire to adopt it, or parts thereof. The only requirements are the articles cited in this constitution.

ARTICLE 58

When a congregation wants to join the UPLCII, they should approve a resolution of affiliation that should be filed in the secretarial minute book of that church.

Section 1

They should then invite the respective members of the Executive Committee of the UPLCII, to be present in an official meeting convened for the purpose of joining this corporation.

Section 2

In order that such church may be accepted in this body of the UPLCII, the pastor, the secretary of the church, and three (3) trustees, should sign the "INSTRUMENT OF AFFILIATION", must be signed in the presence of three (3) Executive Officials of the Organization who will also sign and stamp the Organization's seal on such the "INSTRUMENT OF AFFILIATION".

Section 3

Such church or mission will then be officially united to the UPLCII, and to this Constitution.

Section 4

When a church affiliated with the UPLCII, desires to leave the organization, after discussing it with the Presbyter of the district, an official meeting should be held with all the local church members. Such a meeting should be announced fifteen (15) days in advance. At the same time, the Pastor or the Church Officials should notify the President of the Organization ten (10) days before holding the meeting.

At such meeting, no less than two (2) members of the Executive Committee should be present and the Presbyter, they will have voice and part in the meeting, but no vote. A majority of 2/3 in favor of the decision to leave the organization is required to officially drop a church from the UPLCII. Those participating in the voting will be the active members of said church.

Section 5

If a minority of members bring a legal suit against the local church, and/or against this corporation, their membership is suspended.

CHARTER MEMBER CHURCH

ARTICLE 59

A charter member church is a permanent member of the Unified Pentecostal Local Churches International, Incorporated.

Section 1

A mission, and/or, church founded by the UPLCII, through one of its ministers is a **charter** member church. An affiliated church of the UPLCII, for a period of ten years can become a charter member church if they so desire and is approved by a 2/3rd vote of the members of said church.

Section 2

When a charter member church desires to secede from the Unified Pentecostal Local Churches International, Incorporated, after discussing such intentions with the President, an official meeting must be held with all the church members. Such meeting must be announcing, with intentions known, thirty (30) days prior to the meeting. Two (2) members of the Executive Committee of the UPLCII, must be present. The same have voice in the meeting, but no vote. A majority of ninety-five percent (95%) of the members in favor to secede from the Organization is required to officially secede for the UPLCII, Inc.

Section 3

A church can be declared dissolved by the Board of Trustees of the Parent Organization after it has ceased worship services and financial entries for more than one hundred and eighty (180) days.

All the monies, real estate, and belongings of said, dissolved, church are the property of the Parent Organization, the same being the Unified Pentecostal Local Churches International, Incorporated, the same qualifies as a 501 (c) (3) of the Internal Revenue Service Act of 1954.

CHURCH MISSION

ARTICLE 60

A Mission: The beginning of a new church. From one (1) to fourteen (14) persons form a mission if over fifteen (15) members, it can be recognized as a church by the Organization.

ARTICLE 61

In any place where there is a church of the UPLCII, already established, and if a minister of the same Organization wants to open a Mission, the same must be in accord with the Pastor of the church in the following conditions:

1. The pastor must be advised of intentions to start a mission.
2. Will respect the pastor's work, will not take members away from the established church.
3. Will not be a financial burden to the established church.
4. The mission will be at least two (2) miles from the established church.

(NOTE: The town must have more than one thousand (1,000) Hispanic populations.)

Section 1

If the Mission belongs to the established church, the mission and its Pastor, if it's not the same pastor, are under the supervision of the established church and its Pastor until it is recognized by the Organization as a church.

Section 2

The Board of Trustees can authorize a minister to establish a mission in places where a church is established, if the same is willing to submit himself to the minister's courtesy and to the conditions specified by the Board of Trustees.

(NOTE: Article 60 does not apply to churches or missions already established in the same city and want to join the Organization. The same are under the Article 57 and its respective sections).

MEMBERS AND THEIR DUTIES

ARTICLE 62

Members and their Duties: We shall accept as members, persons who believe in the Lord Jesus Christ and the full gospel, that are saved by grace and that accept the Constitution of the UPLCII, and of the local church. The baptism in water of the candidates shall be taken in consideration but, as such, are not an act of admission to belong to any particular church.

Section 1

The person who desires to become a member of the church must make a written or verbal application to the Pastor of the said church. The pastor must examine the applicant and explain all the spiritual and constitutional regulations of the church.

Section 2

Once the Pastor is satisfied that the applicant can be admitted as a member, he should recommend the same as a candidate for membership. This recommendation should be made in an ordinary or extraordinary meeting of the church. Only members of the church are eligible to participate in the decision. The applicant must be absent.

Section 3

In some cases the Pastor, or the church, may ask the applicant to work and participate in the activities of the ministries of the church as a matter of trial before accepting the applicant. Such a trial period may be imposed at the prerogative of the pastor or church. The duration time of trial depends on the conduct and activity of the candidate.

Section 4

Once the applicant is approved as a member, his name should be written in the list of church members.

Section 5

Active Member- The active member is faithful to God, maintains a clean testimony, pay his tithes to the Pasto, fulfills his financial responsibilities for the growth of the work.

Section 6

In the subject of voting- to elect the Pastor of a church only the active members can take part.

Section 7

A person's membership is automatically cancelled if the same is absent from the assembly more than six (6) months, or if the same does not contribute monetarily, and otherwise. Contributions to the church are exclusively the property of the church and can, at no time be refunded to the contributor.

CHURCH OFFICIALS

ARTICLE 63

OFFICIALS

The Executive Officials of the church are:

- the Pastor,
- the Deacons,
- the Secretary and
- the Treasurer.

This constitutes the Executive Committee (Board) of the church; the Pastor is the President of such committee. All business matters should be approved by the majority.

Section 1

The elections of these officials will take place each year in the month of January (except the Pastor). In order to be elected as an officer of the Executive Committee, the person must be saved and baptized, and must be an active member for at least two (2) years. All the members who are paying their dues can vote for these church officials.

(NOTE: This does not apply to the election of the Pastor. See Article 61, Section 6).

Section 2

DUTIES OF THE PASTOR

It is the duty of the Pastor to faithfully preach the Word of God. The Word of God must be his guide and he must practice what he preaches. He must administer the sacraments, he must assist and insist in the spiritual growth of each member; he should observe and teach others to observe the Constitution of the UPLCII. It is his duty to summon ordinary and extraordinary meeting, sign documents that require his signature, and pay monthly tithes to the main office.

DUTIES OF THE DEACONS

It is the duty of the deacons to fulfill Acts 6:3 and 1 Timothy 3:8-13; to assist and visit the sick, doing their best to help the needy members. It is their duty to help the Pastor in the spiritual care of the church, to help in the Holy Communion, to lead the services, to preach, and to maintain the discipline in the church.

DUTIES OF THE SECRETARY

It is the duty of the secretary to keep accurate record of all the minutes decisions of the church, to read the minutes that were not approved in the last meeting so they may be approved by the majority of votes, to sign whatever documents that need signature, to have with him the church seal, to maintain records of presentation of children, of baptisms, weddings, death, and to keep a membership record.

DUTIES OF THE TREASURER

It is the duty of the treasurer to give a complete report of his accounts in each business meeting with correct computation of income received in The treasury and accounts paid from the treasury and to see that no sum of money be paid or received without the approval of the Executive Committee of the church.

CHURCH MEETING

ARTICLE 64

The church must have an ordinary meeting every month, or in the number of days determined by the members. This meeting is to render reports of spiritual and monetary nature, also to discuss projects and to make all manner of decisions. All the reports, projects, and decisions rendered must be recorded in the minute book of the secretary.

Section 1

The Pastor, Church officials, and Church members must attend this meeting. Said meeting must be announced two weeks prior to its being convened. The announcements should be made in the worship service of said church. Once a meeting has been announced in public in the worship services, no quorum is required for it to convene and make decisions. The decisions of said meeting of the majority present are final, subject to the bylaws of this constitution.

PASTORAL ELECTION

ARTICLE 65

The local congregation will hold an election of the pastor every two (2) years. Only members who pay their tithes and are baptized in water (example: Youth at home) are eligible to vote. Members who have not tithed for the period of sixty (60) days are not eligible to vote in this election. In Reference to a church or mission where there is a pastor and a vote is taken every two (2) years, a vote of confidence will be taken first for the existent pastor. If the pastor loses the vote of confidence then it will proceed to look for candidates to hold a pastoral election for that church.

Section 1

A Pastor can be elected as a permanent pastor of a church, after having been Pastor of the same church for a period of ten (10) years, if the congregation so approves in a meeting officially called for that express purpose. Notices of such meeting must be made thirty (30) days before convening. Also, the President of the Organization and/or a member of the Executive Committee assigned by the President must be present in such a meeting.

Section 2

If a pastor wants to resign, the same must contact the District Presbyterian to make known his intentions to resign. The Presbyterian in turn, will notify the President of the Organization. Once the pastor has notified the Presbyterian, he must wait until headquarters determines when he can notify the church of his resignation. When the pastor makes known to the church his desire to resign, the Presbyterian must be present or an Executive Officer appointed by the President. Once the resignation has been accepted, the church will be under the supervision of headquarters or to whom headquarters assign.

Section 3

If an elected and/or permanent Pastor desires to leave the pastorate, after following the outlined procedure of Section (2) the same can do so by writing a letter of resignation to the congregation. If an elected and/or permanent pastor, after being so approved, should conduct himself unethical, in moral, spiritual, and/or administrative functions, the same will be suspended by the majority of the congregation, after the accusation has been proved by two (2) or three (3) witnesses.

Section 4

Installation of Pastor: In the installation of a pastor, the President of the Organization must be present, and/or an Official Representative assigned by the President.

LOCAL TRUSTEES OF THE CHURCH

ARTICLE 66

The local trustees should be three (3), five (5) or seven (7). They shall be elected or reelected by majority of votes of the local congregation. These trustees shall be elected or reelected for the period of years that the congregation determines. There should not be more than one (1) from the same family.

ARTICLE 67

Conditions: In order to be elected as a local trustee, one should be an active member of the church for at least two (2) years, he must be saved, and he must be faithful to God, to the congregation, and in fulfilling his duties toward his Pastor.

ARTICLE 68

The names of the local trustees will not appear on the deed of property of the local church. Their names will be written in the secretarial book of the minutes of the local church. The local trustees can mortgage, and/or make contracts of construction only after being approved by the local congregation. When the local congregation approves a sale of property, the local trustees are to consult with the Trustees of the Organization. After being advised by the Trustees of the Organization, the local trustees can sign all legal documents of sale.

ARTICLE 69

A local trustee can be suspended for the following reasons: Unethical (bad) conduct, working against the majority, or for failing to obey the bylaws and/or articles of this constitution.

ARTICLE 70

A local trustee shall not use his position for personal gain, nor for prejudice nor disturbing the congregation. A local trustee, or a trustee of the Organization, is not the owner of any property that belongs to the congregation. Therefore, the same can never claim nor ask to be repaid the donations or manual labor given or invested in any church, land, and/or property. The trustee that procures or demands remuneration or reimbursement of his contributions will be considered an unfaithful person before God and the congregation who trusted in him. Therefore, the same shall be considered suspended.

LAY MINISTER

ARTICLE 71

A person who feels that God is calling him to preach the gospel may request a Lay Minister card from the Pastor of the church. The requirements to extend the Lay Minister card are:

- must be faithful to God and His Word.
- must be faithful to his Church.
- must be faithful to his Pastor.

MINISTRIES OF A LOCAL CHURCH

ARTICLE 72

MINISTRIES

The UPLCII recognizes the men, women, and young people's ministries. These ministries may be organized in the church as soon as there are sufficient personnel willing to organize themselves, and the respective groups have so approved by majority vote. Once they are organized, these ministries will be subject to the Pastor of the church and will work under his guidance.

Section 1

After the ministry has been organized, if there is a justified reason, the Pastor may recommend the dissolution of such ministry.

Section 2

The officers of such ministries shall be as follows: President, Vice-President, Secretary and Treasurer. The persons recommended for such offices should be saved, of good testimony, kind, have no dishonest intentions of personal gain, and have no intentions of dividing the group.

Section 3

All personnel elected as officers of such ministries must be nominated by the Pastor and elected by the majority of voters. Election of officers shall take place every year.

TO DISCIPLINE A MEMBER

ARTICLE 73

When a member is accused of a fault of such a nature that it affects the holy standard that the assembly labors to maintain, the accused member shall be summoned before the Discipline Committee. (Matthew 18:15-17; 1 Corinthians 6:1-5)

The Discipline Committee will be composed of the members of the Executive Committee of the church. The purpose of this committee will be to:

- Correct faults. (2 Corinthians 7:8,9)
- Restore the delinquent. (Galatians 6:1; Matthew 6:14-15)
- Protect the testimony of the assembly. (1 Timothy 3:7)
- Protect the other members from corruption. (1 Corinthians 5:6-7)

THE DELINQUENT

Section 1

Without any delay, the Discipline Committee shall meet and the delinquent member shall appear before them.

Section 2

It is necessary that the member's fault be proven by three (3) faithful and truthful witnesses. (2 Corinthians 13:1)

Section 3

If, when the accused is summoned, he refuses to appear before the committee, he will, nevertheless, be judged after hearing the witnesses. (1 Corinthians 1:3)

Section 4

The committee shall adopt all measures to uncover the whole truth in the case; and if the accused is found guilty, they will exhort him to repentance, with love and grace, so that he may be restored to the way of the Lord. (2 Corinthians 2:7-8)

Section 5

If the accused humbles himself in repentance, asking forgiveness before the assembly as public testimony, he shall be forgiven. (Matthew 6:14-15)

Section 6

Disciplinary measures shall by no means be taken as punishment but according to the nature of the seriousness of the offense committed. The sincerity of the offender's repentance shall be submitted to a test for a definite period of time. (Matthew 5:9)

Section 7

During the time of discipline, the delinquent will be restrained from all his privileges as a member; but his presence in all services will be required. The time of trial will be one (1) to three (3) months, as the committee considers necessary. This period of time shall be exceeded only in exceptional cases.

Section 8

The decision of the committee will be manifested in the next meeting of the assembly.

Section 9

If the offender does not humble himself before God and the assembly recognizing his/her sin, that will be sufficient to erase his/her name from the membership roll book. If his/her presence in the services of public worship of the church is a cause of scandal, he/she will be refused admittance to the services. (1 Corinthians 5:13)

Section 10

If such person after being remove from membership repents and want to be readmitted, he should submit a written application to the pastor, the same, after considering the matter, shall present the application to the assembly: and according to their decision it will be made known to the solicitor.

AMENDMENTS TO THE CONSTITUTION

Article 74

Amendments to the Constitution may be made by any Convention or Special Called Convention of the UPLCII, provided that the proposed amendments have been submitted in writing at least six (6) months in advance to the Board of Trustees and have been studied and approved by appropriate committees.

Before the Board of Trustees may submit proposed amendments for consideration to the convention, it shall provide written notice of the proposed amendments by regular or electronic mail to the Churches and Ministers of UPLCII, not later than 30 days prior to said convention. Amendments to the Constitution may be submitted by the Board of Trustees, Charter and Affiliated Churches, and Ministers in good standing. Amendments submitted by ministers shall be sponsored by no less than five ministers in good standing. The language of all proposed amendments shall be written by the sponsor and may be edited by the appropriate committees. An Amendment to the Constitution shall be approved by a majority vote of the convention.

SACRAMENTS AND CEREMONIES

(NOTE: The sacraments are: Baptism in water and Holy Communion.

The ceremonies are: To receive members, dedication of children, marriage, and funeral services).

BAPTISMAL BY IMMERSION IN WATER

- A. This sacrament is performed in the name of the Father, the Son, and the Holy Spirit, obeying the example and the command of the Lord. Matthew 28:19
- B. It was practiced by the apostles. Acts 8:36-38; 10:47-48; 2:41.
- C. It is a type of death and resurrection; representing the death of the “old man” and the “newness of life” in which the believer walks “in newness of life” by regeneration in Christ. (Ephesians 4:22-24; Romans 6:4,6)
- D. When baptizing minors, the Pastor should obtain the consent of the parents or legal guardians.)

(Note: Refer to Declaration of Faith number 9)

THE LORD’S SUPPER

This sacrament was established by the Lord the last night before His crucifixion when He was with His disciples. He commanded that it should be performed until His second coming. (Matthew 26:26-30; 1 Corinthians 11:23-31; Acts 2:42)

The bread and wine represent the body and the blood of Jesus that were offered for us in His crucifixion, teaching us the close communion that now exists between the church and her Lord. (John 6:32,35,56,63)

CEREMONY TO RECEIVE MEMBERS

There is no designated time or service to receive new members; however, Sunday morning, after Sunday School, is a beautiful and appropriate time to do so. The best time is when the candidate desires, after having fulfilled all the necessary requirements for the occasion.

The Pastor shall always explain to the church the advantages of being a member of a congregation, so the visitors and new converts may desire to participate in the communion of the saints.

In acceptance of one or more candidates, it is necessary that the Pastor reads all the important teaching of the church and Organization as clearly as possible, that there may be no doubt in their minds as to their rights and privileges as members of the church.

After reading and explaining the most important doctrinal teachings of the church and Organization, the future members should come to the front of the congregation where the minister, with his Bible in hand, addresses them saying: (This form may be modified, if so desired, according to what the minister thinks pertinent.)

“Certainly, you do recognize (realize) that as you present yourselves to be admitted as members of the church you are taking upon yourselves a solemn obligation; for that reason, it is expected of each of you, to be faithful to your vows. You shall fulfill and accomplish all your responsibilities as faithful members.”

(Each one of the following questions should be answered affirmatively.)

“Do you confess and testify publicly that you have accepted the Lord Jesus Christ as your personal Savior, knowing Him in the forgiveness of your sins?”

Are you willing to receive the teaching of our church and to be guided by them?

Are you willing to support the local church, with your attendance and your financial support, the best you can, as you continue to prosper in the Lord?

Are you willing to submit yourself to the advice or admonition of the ones that preside (guide) you in the Lord?

(When these questions are finished, the minister addresses the congregation saying)

“If there is a member of this church who knows of an obstacle (an impediment) why any of these candidates cannot be accepted into the church let him now speak.”

OATH OF MEMBER

1. *Trusting in the grace of God. I will be always faithful to His Holy Word and to Jesus Christ our Lord. Revelation 2:10.*
2. *I will be faithful to the civic duties of my country, but without ever interfering in political parties. Romans 13:1-2.*
3. *I will obey all the present regulations and rules. John 14:23. I will always be faithful to our Organization in the unity and harmony of the Word of God. Romans 16:17-18.*

(Each member is obligated to pay his tithes to the pastor of the church where he is a member.) Malachi 3:10.

(The minister should then continue addressing the new members:)

“By the authority that has been given to me as a minister of the gospel and the church _____, it is a great pleasure (joy) to accept you as members of (repeat the name of the church).”

(The minister will make a special prayer for the new members.)

The minister shall invite all the congregation present to welcome the new members who have been accepted into the church with a fraternal handshake. The secretary of the church should write the names of the members, their addresses, age, sex, etc., and later record them in the church's Membership Book.

DEDICATION OF CHILDREN UNTO THE LORD

In this ceremony the evangelical parents bring their children at an early age, to the church to be dedicated to the Lord as an act of gratitude and consecration. The parents shall vow to God that they will maintain a life of high moral standards and of faithfulness to the Lord so that they may be an example for their children.

DEDICATION PROCEDURE

Brethren, are you willing to give unto God this child and dedicate him/her unto His service?

Do you promise to instruct him/her in the fear of God, teaching him/her the precepts and fundamental Bible doctrines, and to lead him to the church yourselves by living a consecrated life as an example before this child that God has place in your keeping?

(After the affirmative answer, the minister shall continue :)

After promising before God and these witnesses, to instruct this boy (or girl) in the way of the Lord God, I, Reverend (or Licensed) [name] _____, by the authority that has been given to me by the Holy Spirit, and confirmed by our church, dedicate this boy (or girl) (name of child) to God, in the name of the Father, the Son, and the Holy Spirit.

- A. The children are a blessing of the Lord. Psalms 127:3.
- B. God specially blesses the children when they are dedicated to Him. 1 Samuel 1:26-28.
- C. Jesus gave us the beautiful privilege to dedicate the children to Him when He said, "Suffer the little children to come and forbid them no." Mark 10:13-16.

MARRIAGE CEREMONY

Every minister, ordained to a full ministry, will have to celebrate (officiate), at one time or another, a marriage ceremony. Therefore, we offer these suggestions to help him perform this ceremony.

1. Try to have a private conversation with the prospective bride and groom about two weeks before the ceremony, if it is possible, to give them advice and so that you may know what type of ceremony they want.
2. Rehearse the ceremony several times, in the place where it is to be performed, so that you will know precisely what to do in the actual ceremony.
3. Each couple has its opinion as to the ceremony, nuptial march, and music. You, as a minister, should advise them on any of these points. Also, have in mind the things that are going to be used in the ceremony, such as: rings, cushions, lasso, Bible, etc. in the ceremony, suggestions are given in parenthesis where each thing goes but common sense should be used to accommodate each thing in its place if it is not mentioned in the marriage ceremony. Also, it is necessary to arrange for a pianist with anticipation. You should know if a song is to be sung. Remember, church buildings are constructed differently; therefore, this should be considered for the positions of the minister, bride and groom, the groomsmen, and the bridesmaids, etc.

We are giving these suggestions for which we are indebted to Mr. Leobardo Estrada Cuesta. We present them to you with a few modifications.

The minister should be in the room that is on the left side of the pulpit, Groom and best man in the opposite room, if possible.

The pianist plays an appropriate prelude (a hymn may also be sung).

During the prelude the candles may be lit (if it is a candlelight ceremony) by two Chamberlains.

The pianist should then play the nuptial (wedding) march by R. Wagner.

The minister, the bridegroom, and the best man, march slowly to the front until the minister faces the congregation; the bridegroom and the best man face the minister, their backs to the congregation.

Then the bridesmaids enter, one by one, through the aisle on the right or left side of the minister. The bridesmaids should be on the left of the groomsmen (Chamberlains).

When they arrive at the front they form a semicircle, facing the minister. At this time, the father (of the Groom), if he marched with the groom, may be seated in his respective place. After the Maid of Honor enters, then the ring bearer comes down the aisle on the left side, followed by the flower girl (a girl carrying a basket of flowers which she will spread along the aisle).

Now the Bride and her father (or some other relative) enter.

The ring bearer stands to the left of the minister and the flower girl to the right.

When the father and the bride arrive at the front, the minister will ask: *“Who gives this young lady in marriage?”*

The father will answer: “I (name) do.”

He then gives his daughter to the groom and sits down with the bride’s mother in the second row.

When the bride is at the left side of the groom, the bridesmaids and groomsmen (Chamberlains) will then face the minister.

A hymn, requested by the bride and groom may now be sung. If the couple has requested, a short sermon shall be presented.

If a sermon is not requested, the minister shall briefly advise the couple in marriage.

The minister shall then read or recite by memory the nuptial (marriage) ceremony.

When the ceremony is finished, the pianist will play Recessional of the “Nuptial March” by F. Mendelssohn.

The newlyweds shall leave first, then the ring bearer and flower girl, followed by the maid of honor with the best man (if the father accompanied the bridegroom then the maid of honor will march out alone) will exit, after them follow the groomsmen (Chamberlains) with the respective bridesmaids.

The bridesmaids, so well as the bride, march out on the left side of their respective escorts.

THE MEANING OF SOME OF THE RITUALS

(Symbols of the Nuptial Ceremony)

We shall explain the meaning of each of the things used in the marriage ceremony. It is understood that these are not required in a church ceremony. This is only to explain their meaning to the minister, since many times, people ask him the meaning of these symbols in the marriage ceremony.

Cake Sponsors- The cake, that is given, (a gift) represents Jesus Christ the bread of life and the sweetness of an intimate communion with Him as well as the good thought, desires, intentions, and advice, and at the same time the prayers of all the faithful in Christ for the new home. In times of bitterness and tears of life, the Divine presence is there to sweeten the couple's lives and marriage.

Bouquet Sponsors- This bouquet of beautiful flowers is a symbol of life and beauty of a legal marriage before God. The bouquet is formed by branches of flowers cut from a plant, thus forming a bouquet of flowers, that will adorn the hands of the bride, symbolizing the thoughts and dreams of both, as they unite in a real ceremony.

Cushion Sponsors- The cushions represent the family altar where the husband and wife will continue their prayers to the Almighty, requesting His help and blessings.

Lazo (Lasso) Sponsors: The lazo symbolizes the words of love bestowed on one another and that now brings them to the altar to form a well united home within themselves until death parts them.

Bible Sponsors- The Bible represents the presence of God in the home. It is the foundation of the home, the map that guides all the road of real happiness.

Ring Bearer- The ring represents endless love, inseparable and irrevocable until death.

Coin Sponsors- The coins are given as a pledge or guarantee of the legal contract. The thirteen coins that the groom gives to the bride symbolize the groom's desire to fulfill, to preserve and maintain, at any risk, the promise that he makes in the marriage ceremony.

THE MARRIAGE CEREMONY

Who gives this bride to be married?

Prayer.

Commentary.

(Sermonette or Bible Reading). John 2:1-2; Eph. 5:22-23; Mt. 19:4-6.

Dearly Beloved: We are gathered here in the presence of God, and these witnesses, to unite this man and this woman in Holy Matrimony. Marriage is honorable, instituted by God when man was innocent. It symbolizes the mystical union between Christ and His Church. It is a holy state that Christ sanctioned and sanctified by His presence and by the first miracle He performed in Cana of Galilee. The Apostle Paul said: "Marriage is honorable in all." Therefore, it should not be entered into without serious consideration, reverence, discretion, and in fear of the Lord.

Into this Holy State, you two come now to be united. However, if there is anyone here who can give just and legal cause why this couple should not be united in marriage, let them now speak... or hereafter, forever, hold their peace.

(To the groom): *"Will you have this woman to be your wedded wife, to live together after God's ordinance in the holy state of matrimony? Will you love her, honor her, and keep her, in sickness and in health; and forsaking all others, keep yourself only to her, so long as you live, so help you God?"*

("I will.")

(To the bride): *Will you have this man to be your wedded husband, to live together after God's ordinance in the holy state of matrimony? Will you love him, honor him, and keep him, in sickness and in health; and forsaking all others, keep yourself only to him, so long as you live, so help you God?"*

("I will.")

(You may now join your right hands.) (Groom repeats): *"I _____ take thee _____ to be my wedded wife, to have and to hold from this day forward, for better, for worse, for richer or poorer, in sickness and in health, to love and to cherish, till death do us part."*

(Bride repeats): *"I _____ take thee _____ to be my wedded husband, to have to hold from this day forward, for better, for worse, for richer or poorer, in sickness and in health, to love and to cherish, till death do us part."*

(Ring) The Bride will give the bouquet to the maid of honor. *The wedding ring is a symbol of marriage in at least two ways: the purity of gold symbolizes the purity of your love for each other, and the unending circle symbolizes the unending vows which you are taking, which may be broken honorably in the sight of God only by death. As a token of your vows, you will give and receive the ring (or rings).*

Prayer: *Our Father and Our God, bless these rings that your children are going to give each other in the name of the Father, and of the Son, and of the Holy Spirit. Amen.*

(Minister to the groom): *“Take this ring and place it on the fourth finger of her left hand. Let this ring be the seal of your mutual love and devotion, and a memorial of this sacred service.”*

(You will repeat the following:[first the Groom, then the Bride) *“With this ring I thee wed, and with all my worldly goods, I thee endow, in the name of the Father, and of the Son, and the Holy Ghost.”*

[Prayer Cushion]

(Prayer Cushion Sponsors) *Mr. & Mrs. _____ bring the Cushions that represent the family altar where the couple will continue their prayers to God Almighty. Please kneel in prayer.*

[Lazo]

(Lazo Sponsors) *Mr. & Mrs. _____ bring the Lazo which represents unity in this legal marriage until death do them part. (Lazo is put on them.)*

Let us pray.” O Lord of life and love, bestow Thy grace upon this marriage, and seal this commitment of Thy children with Thy love. As Thou has brought them together by Thine divine providence, sanctify them by Thy Spirit, that they may give themselves fully one to other and to Thee. Give them strength and patience to live in a manner that will mutually bless themselves and honor Thy holy name, through Jesus Christ our Lord. Amen.”

[As they remain kneeling the Minister will say]:

“And now having heard you make these pledges of your affections and take the vows of fidelity, by the authority invested in me by the laws of the state of _____ the church of the UPLCH, I pronounce you husband and wife, no longer twain but now one, in the name of the Father and of the Son and of the Holy Ghost. Amen.”

Lazo (Remove the Lazo). Paternal blessing? [Stand. Pick up cushions. Take off veil.] At this time if the parents want to come and pray their blessings upon their children they may do so.

[Coin Sponsors]

Mr. & Mrs. _____ bring the coins which represent the labor and monetary salary of this young husband. Take these coins and give them to your bride repeating after me: _____ from this day forth before God, I dedicate the fruit of my labor to your happiness. Accept these coins as a token of my promise, in the name of the Father, and of the Son, and of the Holy Spirit.

[Bible]

(Bible Sponsors) Mr. & Mrs. _____, I exhort you to take the Bible which is your guide, and dedicate your home to your Creator; give devotion and loyalty to your church, thus uniting the mutual strength of these two important institutions, living your lives as able servants and real happiness will be your temporal and eternal reward.

You may kiss the bride (?) Unity Candle (?) Announcements. Congratulate the couple.

Benediction: "The Lord bless thee, and keep thee, The Lord make His face shine upon thee, and be gracious unto thee, The Lord lift up His countenance upon thee, and give thee peace." (Numbers 6:24-26)

And now ladies and gentlemen I present to you, Mr. & Mrs. _____. What God hath joined together let no man separate (Matthew 19:6).

Recessional.

ANNIVERSARY CEREMONY

We are gathered here in the presence of God and these witnesses to help this man and this woman renew their marriage vows that they made 50 years ago. They have lived a long and happy life giving each other faith, love and devotion, for half a century, in which they have been blessed. We also have been blessed knowing them and consider this a blessing.

After a prosperous and happy married life of 50 years, they are here to testify that marriage is a law established and instituted by God; and that marriage is honorable and holy and married life, in the home, is happy, sacred, and beautiful, and that no one should marry without serious consideration, judgment, and prudence, and that it should be done with reverence, discretion, common sense, and in fear of the Lord.

They have come again to renew this contract made 50 years ago. Before God and these witnesses, they come once more to give their hand and heart to each other.

(They should now hold each other's right hand.)

(To the man). Mr. _____, 50 years ago you took this woman, whose hand you hold, as your legitimate wife and promised to live with her in the holy state of matrimony, You promised to love her; console her; and keep her in time of health, or sickness, and to forsake all others to keep yourself only for her as long as you live. For 50 years you have been faithful to this promise. Today, in the presence of God and your sons and daughters, grandchildren, and this congregation, will you renew this vow, promising to continue your devotion for her as long as you both live, according to the sacred ordinance of God? (I do).

(To the woman). Mrs. _____, 50 years ago you took this man, whose hand you hold, to be your husband and promised to live with him in the holy state of matrimony, You promised to love him, console him, and keep him in time of health, or sickness, and to forsake all others to keep yourself only for him as long as you live. For 50 years you have been faithful to this promise. Today, in the presence of God and your sons and daughters, grandchildren, and this congregation, will you renew this vow, promising to continue your devotion for him as long as you both live, according to the sacred ordinance of God? (I do).

If rings are to be given, it shall be done as follows:

The minister, taking the ring, shall give the ring to the man so he may place it on the fourth finger of the left hand of the woman, and holding it he shall say:

“With this ring I renew my vows so you may continue to enjoying my possessions in the name of the Father, the Son, and the Holy Spirit. (If cushions and lazo are available, they may kneel.)

Pray as inspired by the Holy Spirit.

Afterwards, the minister shall say: *“For as Mr. _____ and Mrs. _____ have been faithful in their holy matrimony, as they have testified before God and these witnesses, I, as a minister of the Gospel and servant of God, declare that these vows have been renewed in the name of the Father, the Son, and the Holy Spirit. Amen.”*

FUNERAL SERVICES

The Funeral Services, as a rule, should be brief. The sermons at the wake (vigil over deceased), prayer meetings, and in the last service in the church, should be simple. The sermons should be for the consolation of the mourners and as a preparation for those present to meet God, our Creator and Judge.

The music should be solemn; the proper instruments for such an occasion are the piano and the organ. If there is no organ or piano, it is better to have no music.

The appropriate hymns are the following: (from the hymnal “Himnos de Gloria y Triunfo”)
Numbers: 12, 14, 16, 20, 26, 99, 118, 121, 143, 160, 168, 171, 186, 265, 320, 322.
For deceased children: Hymnal numbers 196, 203, 204.

INSTRUCTIONS FOR THE LAST SERVICE IN THE CHURCH

- A. Scripture reading.
- B. Prayer.
- C. Introduction of the song leader.
- D. Sing two hymns.
- E. A Prayer for consolation.
- F. A biography of the deceased.
- G. Introduce the preacher.
- H. Sermon.
- I. A closing prayer.

As a special or congregational hymn is sung, the friends and visitors may pass to see the deceased for the last time. (The relatives will be the last ones to pass.)

(NOTE: Some appropriate scriptures to read when the coffin arrives at the church are the following: Psalms 84, 122, 23)

CEMETERY SERVICE

Upon arriving at the cemetery, those attending should wait for the funeral cortege to arrive; a prayer should then be said and 1 Corinthians 15:50-58 read. A short message or words of encouragement should be given to the distressed family. Then another prayer is said. The pastor should then express thanks, in the name of the sorrowing family, to all the persons who accompanied the family and sent floral gifts, etc.

NOTE: If a military escort is participating and the casket is draped with the American flag the minister should give the military an opportunity at this time to do their ceremony.

Then the minister, taking a handful of soil, says: *“Since it satisfied God Almighty, in His wise providence, to take away from this world the soul of our beloved (sister or brother) therefore, we entrust her/his body to the earth”, pouring soil three times on the coffin, saying: “Earth to earth, ashes to ashes, dust to dust, waiting for the general resurrection of the last day and life ever after by our Lord Jesus Christ, who in His second coming, shall transform the corruptible bodies of those who sleep in Him, to be similar to His glorious body, in accordance to His faithful promise, in the name of the Father, the Son, and the Holy Spirit. Amen”*

The following passage of Scripture is then read to dismiss the persons present:

“And the peace of God, which passeth all understanding shall keep your hearts and minds through Christ Jesus. Now unto God and our Father be glory forever and ever. Amen.”
Philippians 4:7,20.

DEDICATION OF A CHURCH BUILDING

All evangelical ministers may have an opportunity to dedicate a house of prayer, a temple (church building), a Bible School, a parsonage, an educational department, or furniture, or any of the above mentioned buildings.

Many times there is no available time to prepare appropriate Bible readings. We suggest the following, hoping that they are a blessing for these occasions.

- Psalms 48:9-14; 84:1-12; 27:4-5; 100:1-5; 122:1-9;
- 2 Chronicles 6:1, 2, 4, 14, 17-20, 39, 40.

INSTRUCTIONS FOR THE SERVICE

Each minister should carry out the dedication service according to the circumstances and time available, having in mind the following three things:

1. He shall start on time.
2. So that the principle message not be minimized the number of speakers should be limited.
3. Do not take too much time in receiving the offering (if it is included in the program).

If there is a ribbon at the door, so no one can enter before the dedication, the congregation should wait until it is cut. For convenience the following steps should be observed:

- A. The pastor and the speaker (the person invited to give the message) should arrive together, with their Bible in their left hand lifting them up to the height of the chest and at the level of the heart.
- B. The pastor's wife (or the president of the Women's Ministry) shall give the scissors to the pastor to cut the ribbon.
- C. When entering the church, the officers of the local church should follow the speaker in parade, and then the guest and the congregation.

- D. Marching through the temple towards the pulpit, the pastor will read one of the Bible quotations given such as: 2 Chronicles 6 or Psalms 122:1-9.
- E. A special guest pastor may give the invocation.
- F. A congregational hymn or hymns, used in the local church, may be sung.
- G. Declaration of the accomplished purpose presented by the pastor of the local church.
- H. Special message for the occasion.
- I. Prayer of dedication: This is a solemn moment and precious moment. The visiting ministers should go to the corners of the precinct, the altar, the pulpit, the piano, etc., and place their hands over all, dedicating each thing to the Lord, which are at this moment being dedicated to Him in fervent prayer.
- J. Congregational hymn.
- K. Benediction—Hebrews 13:20, 21.

“Now the God of Peace, that brought again from the dead our Lord Jesus, that Great Shepherd of the sheep, through the blood of the everlasting covenant, make you perfect in every good work to do His will, working in you that which is well pleasing in His sight, through Jesus Christ, to whom be the glory forever and ever. Amen.”