



September 11, 2018

Dear Treasurer,

Each fall the Indiana District holds a district-wide Pastoral Conference. Your district officers design the program, and its costs are based upon the number of pastors and congregations in the district. **Therefore, each congregation is expected to pay the registration fees for the conference based upon the number of active pastors serving the congregation.** This year that fee is **\$175.00 per pastor**. You are **not** responsible for fees of pastors emeriti, or teachers at synod institutions. Pastors on candidate status and those who may be members of your parish but working for various boards and agencies related to the church are responsible for their own registration fees. There are no fees for the pastors' wives or emeriti pastors. Dual parishes pay only one fee – **vacant congregations are expected to pay the registration fee.** Congregations are responsible for their own policies regarding D.C.E.'s, Vicars and Deaconesses. A registration fee is required if they attend, however. **This is an official conference of the district (see Handbook 4.8.2). Your pastor's attendance is expected!! Please be careful in registering for meals. We must guarantee a number and pay for that number whether or not the meal is consumed. This increases our cost.**

We have contracted with the Embassy Suites at Noblesville. The deadline is **no later than October 14.** **To reserve a suite in the group block, call 317-674-1900** and ask for reservations. Provide the arrival/departure dates of your stay and mention **group code IDL.** Verify the group name is **Indiana District of the Lutheran Church.** Verify the group rate of:

\$129.00 per night for a **King Bed Studio Suite** plus taxes,

\$134.00 per night for a **King Bed Suite** plus taxes, or

\$135.00 per night for a **Two Queen Bed Suite** plus taxes.

The booking agent will ask for a credit card number to guarantee the room.

We welcome online reservations as well! For your convenience, I have created a direct booking link for your guests:

<http://group.embassysuites.com/INDistrictLutheranChurch>

Registration forms and all information is available on the Indiana District Website at www.in.lcms.org.

Please complete the registration form and send it with a check to arrive no later than October 19 to:

**Indiana District LCMS
ATTN: Jan Koenig
1145 S. Barr St.
Fort Wayne, IN 46802**

INDIANA DISTRICT LCMS
2018 FALL PASTORS' CONFERENCE
November 5-6, 2018
Embassy Suites Noblesville
13700 Conference Center Drive South
Noblesville, IN 46060

Congregation Name: _____

Congregation City and State _____

Names of Pastors (Vicar, DCE or Deaconess) Attending:

Spouses' name (if attending):

Total number registering for Monday LUNCH (including guests and wives): _____

Total number registering for Monday BANQUET (including guests and wives): _____

Total number registering for Tuesday LUNCH (including guests and wives): _____