

# [Church Name]

## PAYMENT OF GUEST SPEAKERS POLICY

A council approved Guest Speakers will be given payment for service of \$\_\_\_\_\_ per speaking engagement. Mileage may or may not be authorized. Non-council approved speakers may or may not be given payment.

- If mileage and/or lodging are authorized payments will be made in compliance with the travel policy.
- Mileage to be paid in compliance with the travel policy *only for distances over 50 miles (round trip)*.
- If authorized \$ .\_\_cent per mile will be paid.
- If an overnight stay is required and authorized, the church will make arrangements for a host family or pay for local accommodations.
- When a pulpit swap is conducted, only authorized mileage will be paid to [Church Name] Pastor, visiting pastor will be paid by their home church.
- Council invited Pastor Candidates will have no mileage limit and payments will be made in compliance with the travel policy.

Offerings taken for guest speakers will be applied to authorized amount in order to defray costs, if offerings do not meet the authorized amount the general fund will make up the difference. If offering exceeds the authorized amount the excess will be added to the general fund account.

To be reviewed annually

Approved: \_\_\_\_\_ Date: \_\_\_\_\_