



**WASHINGTON PROVINCE
Secular Order of Discalced Carmelites**



**CLOSURE DOCUMENTATION OF A COMMUNITY/GID
(Statute 17)**

City/State where OCDS Community/GID currently meets _____

Religious Title of Community/GID _____

Community/GID ID Code _____

The Provincial Delegate has deemed it necessary to close the community as of _____
Date

Our Community/GID has discerned it necessary to close due to circumstances listed under Statute 17 in the OCDS legislation. With this form, we ask permission of the Provincial Delegate to do so. The vote of the Council/Leadership Team to close was made on _____
Date

We understand that, in either case, the following procedures must be completed by our community:

A list of members, with the status each will be requesting going forward, and the community to which each will be seeking admission, must be submitted with this form.

A plan for the distribution of any funds remaining in the Treasury upon closure must be submitted with this form.

A plan for the disposal of community resources and property must be submitted with this form.
(e.g., library, media equipment, religious items, furniture, etc.)

We understand that, once closure is acknowledged by the Provincial Delegate, members must complete the necessary paperwork involved, according to Statute 17(b)(3), within 30 days. The Council/Leadership Team will certify and file the appropriate forms for all members. In addition, all community records (members' files, historical records, Council minutes, etc.) will be delivered to the community to which the majority of the current members will be seeking transfer. We further acknowledge that our community will no longer be considered an active community in the Washington Province but will be considered closed as per Statute 17 of the OCDS legislation.

Signature of President/Moderator Date

I hereby acknowledge closure of the _____
Religious Name of Community/GID

located in _____ . Closure will be definitive on _____
City/State Date

Signature of Provincial Delegate Date