

**PRESBYTERIAN WOMEN  
CONGREGATIONAL HISTORY SUGGESTED FORMAT**

**Include:**

1. Church name and address
2. Pastor's name
3. Presbytery name (Central Florida Presbytery)
4. Synod name (Synod of South Atlantic)
5. Names of PW officers or contact person and address
6. Number of Circles and total number of members in each
7. Average attendance in PW Circles
8. Number of women on Session
9. Honorary Life Membership pins given during year with names of honorees
10. Name of Bible Study used
11. Highlights of your PW (This is a narrative history of anything done, accomplished, etc., this past calendar year and any other information of interest the Historian can include.)

**Send copies to:**

1. Archivist Special Collections,  
Columbia Theological Seminary  
P. O. Box 520  
Decatur, GA 30031
  
2. Central Florida PW Moderator: Sharon Williams  
9767 Old Patina Way  
Orlando, FL 32832

**Due:** January 31 each year

**Font Size:** Times New Roman, size 10

**Resource Guideline:** "PW How to Write Church History" – PWR-02-105 – order from: PDS Processing, Box 643674, Pittsburg, PA 15264-3674 (\$3.50 + shipping and handling)