



**EASTERN SYNOD** of the  
**Evangelical Lutheran Church in Canada**

**TRANSFER OF CONGREGATIONAL RECORDS**

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Church records dated prior to 1950 may be transferred to the Synodical Archives from local parishes. This will be limited to records of baptisms, confirmations, marriages, deaths and may include Constitutions and other legal documents. The provincial marriage registers, Church Council minutes, histories, and historical booklets are also acceptable. Items excluded would include treasurers' records, minutes of auxiliaries, choirs, Boy Scouts, etc. since the annual reports would contain summaries of all parish activities.

The Laurier Archivist must be consulted before any records are transferred to make sure they comply with the above stipulations. It is understood that after the transfer is made all records become property of the Eastern Synod Archives.

A list of records held in the Synodical Archives may be found on the Laurier Archives and Special Collections website (<http://library.wlu.ca/archives/collections/eastern.htm>). Records may be consulted by personal visit to the Laurier Archives.

*Adopted:* Eastern Synod Officers – November, 2007