



OPEN BIBLE CHURCHES

PACIFIC REGION

Ministers Housing Allowance

Sample Board Meeting Text

Below is a sample text to be included in board minutes for a minister to receive IRS Approved Housing Allowance (Tax Break). This must be designated prior to receiving housing allowance.

For more information on housing allowance...

Minister Housing Allowance Explained- [Link](#)

Ministers Housing Allowance Form (For Tracking)- [Link](#)

Sample Text below-

____(Date)____

Whereas, section 107 of the Internal Revenue Code specifies that the amount of a minister's compensation that is designated in advance by an employing church as a housing allowance is not taxable in computing federal income taxes to the extent that it is used to pay for actual expenses incurred in owning or renting a home or apartment, and, in the case of a minister who owns a home, does not exceed the fair rental value of the home (furnished, plus utilities, and other approved IRS expenses); and Whereas, ____**(Name)**____ is compensated by ____**(Name of Church)**____ exclusively for services as a minister of the gospel; therefore, it is resolved, that ____**(Yearly \$ Amount)**____ is hereby designated as a housing allowance pursuant to section 107 of the Internal Revenue Code and any unused housing allowance will be designated as salary; and it is further resolved, that the designation amounts listed above as annual compensation designated as housing allowance also shall apply to all future years that the above stated minister is compensated by above said church unless otherwise provided.