



SC DISTRICT PROPERTIES BOARD APPLICATION

Prior to completing this form and/or holding a church vote, please discuss proposal with the District Superintendent

ACTION REQUESTED (Check All That Apply)

- | | |
|--|--|
| <p>Sale of Property</p> <p>Purchase of Property</p> <p>New Construction</p> | <p>Major Addition / Remodel*</p> <p>Lease of Property</p> <p>Borrow Money / Refinance</p> |
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General Description of Requested Action:

*For purposes of this application, Major Additions/Remodels include projects that exceed 25% of most current annual church income, a projected cost of more than 10% of total property value, OR any project exceeding \$50,000.

CHURCH INFORMATION

Church Name: _____

Pastor Name: _____

Date of Church Board Vote on Proposal: _____

Church Board Vote Results: # YES _____ # NO _____ # ABSTAIN _____

FINANCIAL INFORMATION

Previous Church Year Information

Income: _____ **Year End Balance (All Accounts):** _____

Budgets Paid in Full: YES NO

Current Church Year Information Through (DATE) _____

Income: _____ **Current Balance (All Accounts):** _____

Budgets Paid in Full: YES NO

Value of All Existing Real Estate: _____ **Insured Value:** _____

All Current Church Debt: _____

Current Monthly Payments Toward Debt: _____

If requesting new debt, describe Capital Campaign Strategy:

SALE OR PURCHASE OF PROPERTY

Description of Property (Acreage, Buildings, Uses, Surrounding Area):

Appraised Value: _____ Contracted/Asking Price: _____

Will a Real Estate Agent be utilized? YES NO

Realtor Name/Company: _____

Is this Person/Company a Church Member/Attender or a Relative of a Church Member/Attender? YES NO

CONSTRUCTION / REMODEL

Please include floor plans, professional renderings and/or site plans.

Estimated Construction Costs: _____

Estimated Start Date: _____

Estimated Completion Date: _____

Person/Company to be Utilized: _____

Is this Person/Company a Church Member/Attender or a Relative of a Church Member/Attender? YES NO

SPECIFICS FOR FINANCING (If Applicable)

Financing Institution: _____

Length of Financing (Years): _____ Interest Rate: _____

Existing Monthly Payment: _____ Proposed Monthly Payment: _____

Has financing been Approved or Pre-Approved? YES NO

Is there existing debt being financed? YES NO Amount: _____

LEASING PROPERTY

Include a copy of proposed lease agreement.

Description of Property (Acreage, Buildings, Uses, Surrounding Area):

Is this a shared property? YES NO Other Entity: _____

Duration of Lease: _____

Monthly Financial Obligation of the Lease: _____

NOTES

- The required processes for each of the requested action items may be found in the current *Manual*.
- Please include all related documentation with this application.
- A site visit by a Properties Board member may be required.
- Depending on the requested action, additional information may be required.
- Email this form and all other documentation to admin@southcarolinanazarene.com.

Name of Person Submitting this Application: _____

Title: _____ Date: _____