

**Application for Approval to Sell Church Owned Property**

Date of this request:       Church:       Pastor:

Describe property to be sold (land, parsonage, rental unit, etc.)

Purpose of the sale:

What is the *appraised value* of the property to be sold?

What was the original asking price?       What is the final selling price?

Will a real estate agent be used?  Yes  No (If answer is yes, please provide a copy of the real estate contract indicating agent commission and all other pertinent information regarding this action.)

Are there any financial obligations outstanding related to this sale (mortgage, etc.)?

Yes  No If so, what is the amount of those obligations?

After this transaction is complete, what will be the final amount (net proceeds) received by the church?

Local Church approval for this transaction:

Church board action: Vote taken on       Votes for       Votes against

Church Membership Action: Vote taken on       Votes for       Votes against

Signed (Pastor):       (Church Board Secretary):

District Church Properties Board approval for this transaction:

Properties Board action: vote taken on

Total number of votes cast       Votes for       Votes against       Abstained

Approved  Not approved

Verified by Church Properties Board Officer on

Printed Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title \_\_\_\_\_\_\_\_\_\_\_

Please note that additional information may be requested prior to final approval. The Church Properties Board will make every effort to review and process this request in a timely and efficient manner.

9/16/18 lrh for CCDCPB