

**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