**Annual Review of Church Property**

**UCA Regulation 4.4.3**

(Report to Presbytery based on Annual Report to Church Council)

**Congregation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Manse Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**State of Repair (Excellent, good, fair, poor) including any proposed works.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
| Comment |  |  |  |  |  |  |
| Minor Repair |  |  |  |  |  |  |
| Minor Renovation |  |  |  |  |  |  |
| Major Repair |  |  |  |  |  |  |
| MajorRenovation |  |  |  |  |  |  |

*Minor: less than $20,000 (Funded out of Congregation Reserves)*

*Major: between $20,000 and $50,000 (Requiring PPEP Approval)*

*Major: Over $50,000 (Requiring PPEP and PART Approval)*

**Building Maintenance Fund**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
| Yes |  |  |  |  |  |  |
| No |  |  |  |  |  |  |

*Enter Amount available for each*

**Insurance Cover**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
| Premium |  |  |  |  |  |  |
| Excess |  |  |  |  |  |  |

*Enter Amounts*

**Asbestos Report**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
| Contained |  |  |  |  |  |  |
| Exposed |  |  |  |  |  |  |

*Indicate where appropriate -* **\***

**ESM Status**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
| Up-to-Date |  |  |  |  |  |  |
| Pending |  |  |  |  |  |  |

*Indicate where appropriate -* **\***

**Public Liability Insurance**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
| Public |  |  |  |  |  |  |
| Volunteers |  |  |  |  |  |  |

*Enter Amounts*

**Financial Position**

 **Debt Owing**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
|  |  |  |  |  |  |  |

 **Energy Costs**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
|  |  |  |  |  |  |  |

 **Income Generated**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Church | Manse | Hall 1 | Hall 2 | Kitchen | Kindergarten  |
|  |  |  |  |  |  |  |

*Complete with Amounts where appropriate*

**Overall Summary Report** (100 words)**:**

|  |
| --- |
|  |

**Chair of CC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**