

**REPORT TO THE CHURCH/CHARGE TRUSTEES - Form #12**  
**January 1, 2009 to December 31, 2009**

Send signed report to the District Superintendent and provide copies for the pastor, the chair of trustees, and the recording secretary. Provide a separate report for each church. See Discipline paragraph 2549.

Church \_\_\_\_\_ Charge \_\_\_\_\_

1. What appraised values are to be reported? \_\_\_\_\_
  - a. Church Building \_\_\_\_\_
  - b. Equipment & Furniture \_\_\_\_\_
  - c. Land \_\_\_\_\_
  - d. Cash, Investments, Other Assets \_\_\_\_\_
  - e. Total Church Value \_\_\_\_\_
  - f. Parsonage Building \_\_\_\_\_
  - g. Parsonage Equipment \_\_\_\_\_
  - h. Parsonage Land \_\_\_\_\_
  - i. Escrow Funds for Parsonage \_\_\_\_\_
  - j. Total Parsonage Value \_\_\_\_\_

2. Is this church incorporated? \_\_\_\_\_

If yes, are the conditions of that Incorporation followed? \_\_\_\_\_

(For information on becoming incorporated contact your District Superintendent)

3. Do all deeds contain the Trust Clause? See Discipline paragraph 2503 \_\_\_\_\_
4. Where are the deeds and legal papers kept and who has access to them? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Were there loss control concerns noted by the Conference property and casualty insurance carrier in the last year? \_\_\_\_\_

If so, what were they and \_\_\_\_\_  
how were they corrected? \_\_\_\_\_

6. What bequests, trusts, certificates of deposit, and/or invested funds are entrusted to the Trustees? List each and provide the following items of information for each; (a) amount, (b) where invested, (c) annual income, (d) how used, (e) compliance with Social Principles.

Item	Amount	Where invested	Annual Income	How used
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

7. Are regular reports on the above funds made to the \_\_\_\_\_  
Church Council, the  
Administrative Board, or the  
Administrative Council?

8. Report Present Indebtedness:

<u>Item</u>	<u>Indebtedness</u>	<u>Anticipated End</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

9. What income is received \_\_\_\_\_  
from any income-producing \_\_\_\_\_  
property and how is that \_\_\_\_\_  
income used?

Signature \_\_\_\_\_ Chair of Trustees

Date \_\_\_\_\_