**East Central Conference**

**Trustee’s Annual Review Report of Parsonage**

*This form is to be completed by the* ***Chairman of the Board of Trustees*** *and the* ***Pastor.*** *Original copy becomes a permanent file of the Local Church Board of Trustees, one copy to the Conference Superintendent and one copy to the Chairman of the East Central Conference Board of Ministry.*

**Church: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Pastor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*The East Central Conference Parsonage Policy states that the parsonage is to be mutually respected by the pastor’s family as the property of the church and by the church as a place of privacy for the Pastor’s family. The Board of Trustees and the Pastor shall make an annual review of the church-owned parsonage to assure proper maintenance.*

Has such an annual review with a walk-through of the premises been conducted within the past twelve months?

( ) Yes Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( ) No Date scheduled for review: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is appropriate action being taken, or has such action been taken, to take care of parsonage maintenance needs?

( ) No corrective measures were necessary.

( ) Action has been taken and the following corrective measures were/will be made: *(List items and the party who is responsible for repairs, etc. Use back of form if necessary.)*

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Amount of money spent on parsonage maintenance the last 12 months:

$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Comments: *(Use back of form if necessary.)*

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Signature, Chairman, Board of Trustees Signature, Pastor