

REQUEST FOR PERMISSION TO SELL PROPERTY

Requests for permission to sell property must be received by the Board of Directors at least one month prior to the date of action. Sending the form the Stated Clerk by email/scanned PDF is preferred. Or, you may also mail requests to:

Board of Directors
Presbytery of Whitewater Valley
1100 W. 42nd St., Ste. 210
Indianapolis IN 46208

***The Presbytery Assembly must APPROVE a request to sell a building that includes the sanctuary or primary worship space.**

Date: _____

Name of Church: _____

Address: _____

Legal Description of Property to be sold (include square footage, acreage):

Building improvements (include square footage, year built, & photo):

Appraised Value: \$ _____

Please include analysis prepared by a qualified real estate agent or appraiser.

We request permission to the sell the property for a minimum of: \$ _____

Lessee: _____

Address: _____

The sale will be settled with the following terms:

- Cash on Closing
- Mortgage, Deed or Trust, Other (specify terms)

Date of congregational approval: _____

Signature of Clerk or Moderator: _____

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Board of Directors Action: approved not approved (specify reasons]

Board of Directors President: _____

Signature of Stated Clerk: _____

* Presbytery action is required and scheduled for: _____

The Presbytery approved did not approve the action on _____