

4.100 COMMITTEES OF PRESBYTERY: COM, CHURCH PROPERTY

4.103 Administrative Commission Report Form for Encumbrance or Sale of Church Property

The Administrative Commission for the _____
Church name
 met at _____ a.m./p.m., on _____,
Time Date
 at the _____,
designate place name or conference call
 Moderator of the Commission, _____, called the meeting
 to order and led it in prayer.

1. The following members of the commission were present:

Moderator:	
Ministers:	Elders:

2. The following were absent:

3. The following others were present:

4. The commission has received and attached the following documents *(check as appropriate)*:

<input type="checkbox"/>	Purchase Agreement
<input type="checkbox"/>	Mortgage Commitment
<input type="checkbox"/>	Legal Description of the property.
<input type="checkbox"/>	Plan for use of proceeds from the sale
<input type="checkbox"/>	Minutes of the Congregational Meeting approving the action.
<input type="checkbox"/>	Churches and Their Work's Loan Authorization Form

5. The commission reviewed and approved the plans of the congregation, a synopsis of which is either attached or on the reverse side of this report.
6. The Moderator has written a letter giving the Presbytery's approval and transmitted it to the Clerk of Session and to the proper civil authorities.
7. The Commission requests that it be dissolved after the Presbytery receives its report.
8. The Commission adjourned with prayer.
9. Signed by Administrative Commission Moderator:
