

PRESBYTERY OF DETROIT

PERMISSION REQUEST TO ENTER INTO REAL ESTATE TRANSACTION

This form is to be completed by congregations seeking Presbytery approval to enter into any of the following real estate transactions.

- A. To purchase or acquire real estate which will be subject to an encumbrance or condition.
- B. To sell, or to mortgage or otherwise encumber real estate.
- C. To lease to another party its real estate used for purposes of worship, or to lease for a term of more than five years any of its other real estate.

This information is required by the Trustees of the Presbytery to make the appropriate recommendation to Presbytery. The completed form and required attachments should be sent to:

Trustees
Presbytery of Detroit
17575 Hubbell
Detroit, MI 48235

CHURCH INFORMATION

Church name:

Address:

Contact person:

Phone:

- A. FOR PURCHASE OR ACQUISITION OF REAL ESTATE, PROVIDE THE FOLLOWING INFORMATION:

Address:

Site size:

Estimated market value:

Please enclose copies of the following items:

- (1) an appraisal or market analysis.
- (2) the site plan with property dimensions and area. Show location of this property relative to property already owned.
- (3) the title commitment or title search.
- (4) The purchase agreement.

Describe the anticipated use of the property being acquired:

Describe how purchase price will be funded:

If any part of the purchase price is to be financed, attach Presbyterian loan package information. (Checklist will be sent on request)

If sale is completed, who will take the necessary steps to remove the property from the tax rolls?

**B. FOR SALE, OR FOR MORTGAGE OR ENCUMBRANCE OF REAL ESTATE,
PROVIDE THE FOLLOWING INFORMATION:**

Address:

Estimated market value:

Date of Session approval:

Please enclose copies of the items set forth in A (1), (2) and (4) above.

C. FOR LEASE OF REAL ESTATE TO ANOTHER PARTY:

Address:

Estimated market value:

Date of Session approval:

Please enclose copies of items set forth in A (1) and (2) above.

Thank you for providing the necessary information for the trustees' review and recommendation to presbytery.