2026

PARSONAGE INFORMATION

DUE AT CHARGE CONFERENCE EVERY FIVE YEARS UNLESS MAJOR UPDATES HAVE BEEN MADE

This form is to be completed by the chairperson of the board of trustees, the chairperson of the committee on pastor/staff-parish relations, and the pastor. Please type the report as this is for a permanent file. INCLUDE A PICTURE OF THE PARSONAGE.

NAME OF CHURCH_____ DATE_____

ADDRESS OF PARSONAGE

General information:

1. Is there an active parsonage committee_____
2. Who are the members of the committee (Not their names, but their positions in the church, i.e., trustee, member at large, member of committee on SPRC
   _____
3. When was the parsonage built_____ Style_____
   a. Exterior material_____ Condition_____
   b. Square Footage_____ Lot size_____
   c. Basement_____ Size_____ Condition_____
   d. Condition of the roof_____
   e. How far is the parsonage from the church_____
   f. School system_____
4. Amount provided annually in the budget for repairs and remodeling_____
5. Are the following adequate and in good condition?
   a. Heating system
      1) Type
      2) Air Conditioning
   b. Plumbing
   c. Water Supply
      1) What is the source of water
      2) What is the capacity of the hot water heater Age
      3) Type of water softening equipment Condition
   d. Lighting and wiring & Basic Cable Service
   e. Storms & Screens (Windows and Doors) Condition
6. Is there a garage? Attached? How may cars can be parked in it? Garage door opener?

Living Room:

1. Size Carpeted Color Condition
2. Draperies: Color Condition
3. Condition of walls/ceiling

Dining Room:

1. Is there a separate dining room? Size Wall color Condition Carpet Color & Condition

Kitchen:

1. Size Color Space to eat in kitchen?
2. Is there adequate cabinet and counter space? Automatic dishwasher
3. Stove: type Age Microwave Age
4. Refrigerator: Age Freezer space Auto Defrost
5. Garbage disposal Exhaust Fan

6. Are appliances conveniently located, adequate in size, in good appearance and in good working condition? Exceptions:

Bedrooms:

1. Number Sizes
2. Are there adequate closets in each of the bedrooms? yes ☐ no ☐
3. Colors

Bathrooms:

1. Number Sizes Colors
2. Locations
3. Is the linen closet adequate in size and location? yes ☐ no ☐

Miscellaneous:

1. Is there a family room? ☐ Location
2. Is there a dehumidifier? ☐ Location
3. Where are the laundry facilities?
   a. Washer: age Condition
   b. Dryer: age Condition
   c. Is there a stationary tub
4. Is there adequate storage area? ☐ Location
5. Are the following provided and in good condition: Fire extinguishers ☐ Smoke alarms ☐ Stair railings ☐ Security system
6. Is the pastor's study in the parsonage adequate?
7. Describe the landscaping
8. Is there: Power lawn mower ☐ Snow blower ☐ Rake, ladder, hose ☐
9. Is there a: Patio ☐ Deck ☐ Pool ☐
10. Is there need for extensive remodeling or the acquisition of a new parsonage?
11. Is the parsonage paid for? ☐ If yes, what instrument of ownership do you have and where is it located?
    If no, is it a land contract ☐ mortgage ☐ other ☐
    Where are the legal papers?
    Balance due Payable to
12. What other features does the parsonage have?
13. What additional improvements are planned?
14. Comments:

_____
Chairperson, Board of Trustees

_____
Chairperson, Committee on Pastor-Parish Relations

_____
Pastor

6/01 jr