

**Pacific NW Annual Conference The United Methodist Church
Property Identification and Valuation Guide**

Church Name _____
 Contact Person _____
 Mailing Address _____
 City _____
 State _____
 Zip _____
 Phone number _____
 Pastor: _____
 Completed by: _____

PLEASE HELP IDENTIFY THE PROPERTY AT YOUR CHURCH:

County: _____
 Do any of your buildings have elevators? _____
 Approximate height of sanctuary _____
 When was the last time electrical wiring was updated? _____
 What was the last time the plumbing system was updated? _____
 Has the roofing been replaced? If yes, when? _____

 What is the approximate annual payroll at your church _____

 How many full time equivalent employees do you have _____

 Do you have any owned autos? If yes, list year/make/model/ vin# _____

 How much is your computer equipment, telephone, fax machines, electronic hardware worth? Roughly _____

Does the church own or have on hand for display any fine arts? Ie. Paintings, sculptures?

Does the church own any musical instruments? Please list and identify their approximate replacement values:

Piano _____
 Organ _____
 Pipe Organ _____
 Handbells # of _____ Value \$ _____
 Guitars _____
 Drums _____
 Other: _____

Does the church own or have lawn equipment/tractors? _____

Does the church own or have any vacant land? _____

Does the church have any stained glass? Value? _____

Does the church have a boiler? Is it in use? _____

Locations:

	Year blt	Sq. Ft	Construction	Sprinklered?	Age of roof	Smoke alarm	Burglar Alarm	Bldg value	Occupancy
Sanctuary									
Location address						City		ZIP:	
Fellowship Hall									
Location address						City		ZIP:	
Education Bldg									
Location address						City		ZIP:	
Office									
Location address						City		ZIP:	
Parsonage									
Location address						City		ZIP:	
Dwelling									
Location address						City		ZIP:	
Other:									
Location address						City		ZIP:	

Construction Types:

Frame: Exterior walls are wood or steel studs, covered with wood siding, shingles, stucco, brick or veneer
Masonry: Exterior walls are concrete block, stone or similar materials, floors and roof are wood
Masonry-non combustible: Exterior walls are concrete block, stone, and floors and roof are non-combustible supported by a structural steel frame, not fireproof
Fire Resistive: Buildings with reinforced concrete frame. Walls are non-combusitble materials and floors and roof are reinforced concrete or concrete on fireproofed steel deck.