

HOUSES OF WORSHIP REVOLVING FUND LOAN APPLICATION (SAMPLE)

Complete the information below and send one original to the appropriate Mission Center officers and one original to:

Penny L. Edwards, Paralegal
Legal Services/Community of Christ
1001 W. Walnut
Independence, MO 64050

Submitting this loan application will initiate the loan process. All legislative and administrative approvals must be received in Legal Services prior to final approval of the loan application. Please refer to Section II, Approval Process for Building Program of the Procedures & Guidelines for Building Program.

This document may be printed then mailed, or filled out as a worksheet and attached to an e-mail to pedwards@cofchrist.org.

IDENTIFICATION

Congregation/Campground: _____

Mission Center: _____

PURPOSE/INTENT, NEED FOR BUILDING (mission, vision, program):

ESTIMATED COST OF PURCHASE

Purchase price (vacant land or building) _____

(NOTE: Congregation must have 1/3 of the total purchase price available as cash on hand.)

RESOURCES AVAILABLE - CASH ON HAND

Savings/Checking _____

Affiliate Pool Account # _____

Affiliate Pool Account # _____

TOTAL RESOURCES AVAILABLE \$ _____

SPECIAL COMMENTS regarding cash on hand:

HOUSES OF WORSHIP LOAN

Amount of funds requested \$ _____

ESTIMATED EFFECT OF PURCHASE ON BUDGET

Annual increase (decrease) in utilities _____
Annual increase (decrease) in insurance _____
Annual increase (decrease) in maintenance _____
Other increases _____
*Repayment to HWRF Loan (monthly) _____

PROJECTED INCREASE IN BUDGET\$ _____

*(Contact Legal Services to obtain estimated monthly payment for HWRF loan.)

PRELIMINARY FINANCIAL INFORMATION FOR LAST FIVE (5) YEARS

TOTAL ENROLLMENT _____ ACTIVE FAMILIES _____
AVERAGE ATTENDANCE _____ CONTRIBUTING WAGE EARNERS _____

CONTRIBUTIONS/INCOME:

	2008	2009	2010	2011	2012
Operating Fund:	_____	_____	_____	_____	_____
Building Fund:	_____	_____	_____	_____	_____
TOTALS:	_____	_____	_____	_____	_____

CAPITAL CAMPAIGN INFORMATION (if applicable):

Length of Campaign: _____

Families Contacted: _____ Families Committed: _____

Amount to be received prior to construction/purchase:\$ _____

Amount to be received during campaign:\$ _____

Loan Application Dated: _____

Loan Application prepared by: _____ (Print)

_____ (Signature)

_____ (Title)

MISSION CENTER APPROVAL:

Mission Center: _____

Approved by Mission Center President: _____

Date Approved: _____

Approved by Mission Center Financial Officer: _____

Date Approved: _____