APPROVAL FOR BUILDING PROJECT

TYPE OF PROJECT:

- New facility
- Addition to present facility
- Major repairs/maintenance to present facility
- Other. Please explain: _____________________________________________

ESTIMATED PROJECT COST: $ __________________________

APPROVALS

Approvals consist of both legislative (Congregation) and administrative (Mission Center). Approvals, along with the minutes can be e-mailed to pedwards@cofchrist.org with the approval form information provided below to follow.

SECURING LEGISLATIVE APPROVALS:
1) Congregational Pastor and Financial Officer to approve the project, project cost, and loan if needed.
2) Congregation must meet to discuss and approve the project, project cost, and loan if needed.
3) HWRF loan application to be completed, if World Church funds are needed.
4) Forward business meeting minutes, Pastor and CFO approvals, along with loan application if needed, to the Mission Center President and Financial Officer for approval signatures, with copy to Legal Services.

SECURING ADMINISTRATIVE APPROVALS:
1) Mission Center President and Financial Officer to send approval of the project, project cost, loan application, to Legal Services.
2) Forward the completed and signed Approval form with the original signatures, and Congregation’s business meeting minutes, and Mission Center officers letter of support to:

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

   Congregation
   Congregational Business minutes attached: __________ Dated: _________________
   Pastor’s Signature: _______________________________ Dated: _________________
   PRINT NAME: __________________________________________
   Financial Officer’s Signature: ________________________ Dated: _________________
   PRINT NAME: __________________________________________

   Mission Center
   President’s Signature: ____________________________ Dated: _________________
   PRINT NAME: __________________________________________
   Financial Officer’s Signature: ________________________ Dated: _________________
   PRINT NAME: __________________________________________