

**FORM**

**Mortgage, Sale, Lease or Other Encumbrance of Real Property**

(Standing Rules Chapter XIII)

Church name \_\_\_\_\_

Approval sought from presbytery to (please circle):

SELL            LEASE            ENCUMBRANCE

Congregational approvals (please indicate date of action): date

Name of appraiser: \_\_\_\_\_

Amount of appraisal \$ \_\_\_\_\_ Date \_\_\_\_\_

Please submit a legal description of the property: a copy of the deed, or a copy of a survey.

Name of attorney handling the matter: \_\_\_\_\_

Please discuss the impact of this transaction on any responsibilities your congregation has to other presbytery groups, churches, or partnering bodies \_\_\_\_\_

\_\_\_\_\_

Are there time restrictions under which negotiations are being conducted? If so, please advise:

\_\_\_\_\_

\_\_\_\_\_.

Church's current indebtedness (please list):

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL

\$ \_\_\_\_\_

Please enclose financial statements for the last two years.

Repayment Plan: \_\_\_\_\_

\_\_\_\_\_

Person conveying the information:

\_\_\_\_\_ Date \_\_\_\_\_

Position in the congregation: \_\_\_\_\_

Send to:

Stated Clerk  
Presbytery of Northern New York  
8739 US Highway 11  
Potsdam, NY 13676

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