

LOAN APPLICATION

Before completing this application, be sure to obtain the following documents for inclusion. All documents and all parts of the application must be completed

1. **Number of giving units for the current year and preceding three years.**
2. **Average weekly offerings for the current year and preceding three years.**
3. **Balance sheet for current year and preceding three years.**
4. **Income and expense statements for the current year and preceding three years.**
5. **If requesting a re-finance, include original loan contract and current loan statement.**
6. **Current court filing of trustees.**
7. **Current year insurance company certificate of insurance valuation.**
8. **Copy of city/county property tax assessment.**
9. **Legal description of property/current survey of the property**
10. **Brief history of the church.**
11. **Minutes of church council/charge conference showing loan amount has been approved.**
12. **Pastor consent form.**
13. **District superintendent consent form.**
14. **Copy of proposed work order, contract, and name and telephone of contractor. *(if applying for a construction loan)***

Loan requested:	Refinance	Construction	Capital Improvement	Property Acquisition
Amount requesting:	\$ _____	Date needed:	_____	Collateral value:
				\$ _____

Church mission statement: _____

How this loan supports the church's mission statement: _____

CHURCH INFORMATION

Name: _____ District: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Pastor's name: _____ Phone: _____

District Superintendent name: _____ Phone: _____

CONTACTS

Title	Name	Phone	Email
Chairman, Board of Trustees:	_____	_____	_____
Secretary, Board of Trustees:	_____	_____	_____
Sec., Charge/Church Conference:	_____	_____	_____
Chairman, Finance Committee:	_____	_____	_____
Financial Secretary:	_____	_____	_____
Business Administrator:	_____	_____	_____

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LOAN REPAYMENT PLAN

Payment Plan: **Current Capital Campaign** **Future Capital Campaign** **Monthly Payments**

INVESTMENTS

Does the church have investments with: **Virginia United Methodist Foundation** **Virginia United Methodist Development Co.**

APPORTIONMENTS

Are the last 3 years of apportionments paid in full? **Yes** **No** *(if no, please explain)*

YEARLY ACTUALS

	Current year	Last year	Previous year	Previous year
Regular income:				
Special income:				
Operating expenses:				
Annual debt:				
Total debt:				
Operating cash balance:				
Other cash balance:				
Church complex value:				
Other assets value:				
Apportionments:				
Percent paid:				
Membership:				
Average worship attendance:				
Average Sunday School attendance:				
Full-time staff:				

REQUIRED SIGNATURES

Printed title & name of submitter **Signature of submitter** **Date**

Printed name of Finance Chair **Signature of Finance Chair** **Date**

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