

**PARISH APPLICATION FOR
CONSENT TO PLACE CHURCH OWNED REAL PROPERTY ON THE MARKET**

To the Standing Committee of the Diocese of Central New York:

Pursuant to the Guidelines set by the Standing Committee of the Diocese of Central New York, the undersigned, a religious corporation, hereby applies for consent to place the following real estate on the Market, and in support of this application certifies as follows:

NOTE: It is acceptable to answer the following questions on a separate piece of paper which is then stapled to this application.

1. **Description of Real Estate:** See Exhibit "A" attached hereto.

2. **Address of Property:**

_____, _____, New York _____

3. **Description of Building and Improvements, if any:**

4. **Restrictions, Conditions, Trusts, Etc. (exact language should be quoted):**

5. **Market Value and Basis Therefore:**

Please submit with this Application a Full Appraisal* from a licensed Real Estate Appraiser.

*A Broker's Opinion may be submitted with this application, **with the understanding that a full appraisal, conducted by a NYS Licensed Real Estate Appraiser, will be obtained and submitted with the Application to Sell.**

NOTE: If Sale Contract is significantly less than the original appraised value then an updated Appraisal will be necessary.

6. **Reason for Proposed Sale:**

7. **Plan or Program for Use of Net Proceeds of Sale:**

8. **If appropriate, please provide evidence of current:** 1) Diocesan Assessment payments, 2) Clergy Pension payments, 3) Current Audit.

If evidence of the above is not included with Application, please explain:

9. **Resolution:**

A copy of the Vestry Resolution authorizing the undersigned to make this Application is attached hereto as Exhibit "C".

Dated: _____, 20____, _____,
Parish name and city

By: _____
Clerk of the Vestry

I do hereby certify that the Resolution attached hereto is a true and complete copy of a Resolution duly adopted by the vote of two-thirds or more of all of the members of the Vestry of the above parish at a meeting duly called and held on the _____ day of _____, 20__ in which *all/or* _____ members of the Vestry were present and that the vote was *all/or* _____ in favor, and *none/or* _____ opposed.

Dated: _____, 20____

Clerk of the Vestry

EXHIBIT "A"

ALL THAT CERTAIN TRACT OR PARCEL OF LAND, situate in the Town of _____,
County of _____ and State of New York, being part of Lot No. _____, bounded and described as follows: