

## REQUEST TO SELL PARSONAGE

(Return completed form to the office of the District Superintendent)

We the undersigned leaders of the \_\_\_\_\_ United Methodist Church, after careful consideration of the steps involved and the resulting consequences of such action, believe it to be in the best interest of the ministry of our church to sell the parsonage located at \_\_\_\_\_ which has an estimated value of \_\_\_\_\_.

1) We have read and understand ¶2540 of the *2012 Book of Discipline*. It is our plan to meet the requirements outlined and to follow the necessary steps as determined by the Virginia Annual Conference. We understand that before the parsonage can be sold that approval must be initiated by the Church Trustees with the District Superintendent being notified of the request, that the request be reviewed by the District Church Locations and Building Committee, and be approved by the District Superintendent with final approval being received by action of a Charge Conference called for this purpose.

2) According to denominational policies which require that adequate provisions be made for housing the pastoral family, (which may be a church-owned parsonage or housing allowance in lieu of parsonage if in compliance with the policy of the annual conference), it is our plan to provide a housing allowance of \_\_\_\_\_ monthly. This amount takes into consideration the Virginia Conference requirement to provide a heating supplement, other allowances and budgeted items that support the parsonage system such as utilities, maintenance, insurance, etc.

3) According to ¶2543.1 of the *2012 Book of Discipline*, we understand that “*the principal proceeds of a sale of any such property may not be used to provide for the current (or budget) expense of a local church*”. Accordingly we plan to invest the proceeds from the sale of the parsonage and use the interest to supplement the parsonage allowance. We have explored alternative investment strategies to be the best stewards of these resources and we tentatively plan to invest the proceeds as follows: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4) While cabinet/conference policy guidelines direct that “*all appointments be made equally based on needs, gifts, and graces for ministry without regard to housing allowances or arrangements*”, it is understood that the parsonage exists to enable itinerancy to function most effectively. As a part of an itinerancy system of appointment making, the sale of the parsonage may affect future pastoral appointments as some pastors, due to varying personal circumstances, may not desire an appointment with a housing allowance.

5) It is our plan to dispose of the Parsonage furnishings in the following manner:

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Signed: \_\_\_\_\_ Date \_\_\_\_\_

Trustees Chair

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Pastor/Staff Parish Relations Committee Chair

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Lay Leader

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Finance Chair

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Board or Council Chair

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Pastor