

Template for Sale of Local Church Property

Should be submitted on local church letterhead

Resolution For The Sale of Local Church Property

To the Members of the [insert either the name of the Church Conference, Quarterly Conference, or XXX Annual Conference Board of Trustees. *Note: A resolution MUST be submitted to all three in sequential order.*]

The members of the [Conference Year] [Board of Trustees, Church Conference, Quarterly Conference] of [name of church] African Methodist Episcopal Church of [City and State], met on [Date including day of the week, month and year], and resolved by [insert the vote count, or if unanimous vote insert that] vote to present the recommendation to list for sale the property at [physical address of the property.]

Therefore, the [Board of Trustees, Church Conference or Quarterly Conference] of [Local Church name] African Methodist Episcopal Church submit their recommendation to the [Board of Trustees, Church Conference or Quarterly Conference], on [Date including day of the week, month and year of submission] to list for sale the property at [physical address of the property].

Therefore, the [Board of Trustees, Church Conference or Quarterly Conference] of [name of local church] African Methodist Episcopal, now submits this resolution for your consideration.

Whereas, the [Board of Trustees, Church Conference or Quarterly Conference] of [name of local church] are legally authorized persons per the doctrine and discipline of the African Methodist Episcopal Church for [name of local church] African Methodist Episcopal Church of [City and State], for the [Conference Year] Annual Conference Year; and

Whereas, the list of voters is attached as an appendix to this resolution for the official record, and

Whereas, [Board of Trustees, Church Conference or Quarterly Conference] of [name of local church] African Methodist Episcopal Church of [City and State], has [insert the dollar amount of indebtedness] indebtedness related to [physical address of the property]; has [insert the dollar amount of indebtedness] indebtedness related to our present edifice; a total banking account balance of [insert bank balance for the congregation]; and

Whereas, [Board of Trustees, Church Conference or Quarterly Conference] of [name of local church] African Methodist Episcopal Church of [City and State], now seek to sell the lot and parcel of land known as [physical address of the property and the legal lot number according to the tax records] being in the City/Town of [City of Town name], in [County] County in the state of [State]; and

Now, Therefore, Be It Resolved, on this [date of resolution, spell out the date, no abbreviations or numbers], [Board of Trustees, Church Conference or Quarterly Conference] of [name of local church] African Methodist Episcopal Church of [City and State], seeks the approval of this [Church Conference, Quarterly Conference, Board of Conference Trustees] to sell the lot and parcel of land known as [physical address of the property and the legal lot number according to

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the tax records] for a purchase price of no less than [insert the dollar amount] the average market value (US Dollars) for said lot and parcel of land, and be it further,

Resolved, [Board of Trustees, Church Conference or Quarterly Conference] of [name of local church] African Methodist Episcopal Church of [City and State], come seeking that the net proceeds from the sale of this property be used for [insert what the proceeds will be used for and/or where the proceeds held. This should be as specific as possible because it will be a deciding factor in whether the sale will be approved. i.e., to repair the roof, install a handicap ramp, renovate the bathrooms. The net proceeds should not be set aside for operational costs such as the Pastor's Salary, budget, etc.] and be it further,

Resolved, upon the approval of this resolution by the [Church Conference, Quarterly Conference, Board of Conference Trustees], the lot and parcel of land known as [physical address of the property and the legal lot number according to the tax records] will be listed for sale immediately.

Respectfully Submitted,

Rev. Mickey Mouse

Rev. Mickey Mouse
Pastor and Chair of the Trustee Board

Sister Daisy Duck

Sister Daisy Duck
Vice Chair, Trustee Board

[Insert name of Church Conference or Quarterly Conference]

[Insert name of Church Conference or Quarterly Conference]
Secretary

Please attach the following:

- If the church has received an official offer or contract, please attach it for information.
- Attendance sheet for all of the meetings in which a vote was passed