

REPORT OF CHURCH OWNED PROPERTIES AND INVENTORY

PARISH - MISSION _____
 LOCATION _____

CHURCH NAME _____
 TODAY'S DATE _____

CHURCH

Year Built _____ Year Renovated _____ Normal Seating _____
 Repairs and Improvements since last report _____

CHURCH FURNISHINGS

Article	Material	Quantity	Condition	Replacement Value
Altar Rail _____ ft. long	_____	_____	_____	_____
Pews _____ ft. _____ in. long	_____	_____	_____	_____
Pews _____ ft. _____ in. long	_____	_____	_____	_____
Chancel Screen _____ ft. long	_____	_____	_____	_____
Nave Screen _____ ft. _____ in. long	_____	_____	_____	_____
Pulpit	_____	_____	_____	_____
Prayer Desk	_____	_____	_____	_____
Litany Desk	_____	_____	_____	_____
Bishop's Chair	_____	_____	_____	_____
Arm Chairs	_____	_____	_____	_____
Cedelia	_____	_____	_____	_____
Hymn Books	_____	_____	_____	_____
Altar _____ ft. long	_____	_____	_____	_____
Retable _____ ft. long	_____	_____	_____	_____
Reredos	_____	_____	_____	_____
Credence	_____	_____	_____	_____
Organ	_____	_____	_____	_____
Carpet Sant./Chancel	_____	_____	_____	_____
Carpet Aisle	_____	_____	_____	_____
Lectern	_____	_____	_____	_____
Missal Stand	_____	_____	_____	_____
Alms Basin Offering Plates	_____	_____	_____	_____
Processional Cross	_____	_____	_____	_____
Altar Cross	_____	_____	_____	_____
Candle Holders	_____	_____	_____	_____
Candle Followers	_____	_____	_____	_____
Candle Snuffers	_____	_____	_____	_____
Vases	_____	_____	_____	_____
Church Bell	_____	_____	_____	_____
Sanctuary Lamp	_____	_____	_____	_____
Ceiling Light Fixtures	_____	_____	_____	_____
Wall Bracket Fixtures	_____	_____	_____	_____
Spot Lamp Fixtures	_____	_____	_____	_____
Pulpit Light	_____	_____	_____	_____
Organ Lamp	_____	_____	_____	_____
External Lighting	_____	_____	_____	_____
Slide Projector	_____	_____	_____	_____
Movie Projector	_____	_____	_____	_____
Vacuum Cleaner	_____	_____	_____	_____
Floor Polisher	_____	_____	_____	_____
Altar Linens	_____	_____	_____	_____
Antependia and Veils	_____	_____	_____	_____
Choir Robes Female	_____	_____	_____	_____
Choir Robes Male	_____	_____	_____	_____
Choir Robes Junior	_____	_____	_____	_____
Servers Robes	_____	_____	_____	_____
Vestments	_____	_____	_____	_____
Hymn Books with Music	_____	_____	_____	_____
Hymn Books without Music	_____	_____	_____	_____
Sheet Music	_____	_____	_____	_____

Article	Material	Quantity	Condition	Replacement Value
Antem Books	_____	_____	_____	_____
Prayer Books	_____	_____	_____	_____
Prayer - Hymn Books Combined	_____	_____	_____	_____
Organ Music	_____	_____	_____	_____
Lectern Bible	_____	_____	_____	_____
Altar Book	_____	_____	_____	_____
Desk Prayer Book	_____	_____	_____	_____
Chalice	_____	_____	_____	_____
Paten	_____	_____	_____	_____
Host Box	_____	_____	_____	_____
Decanter	_____	_____	_____	_____
Cruets	_____	_____	_____	_____
Ewer	_____	_____	_____	_____
Font Liner	_____	_____	_____	_____
Ciborium	_____	_____	_____	_____
Memorials - List	_____	_____	_____	_____

VESTRY OFFICE INVENTORY				
Article	Material	Quantity	Condition	Replacement Value
Desk	_____	_____	_____	_____
Office Chair	_____	_____	_____	_____
Filing Cabinet	_____	_____	_____	_____
Mimeograph Machine	_____	_____	_____	_____
Book Case	_____	_____	_____	_____
Typewriter/Computer	_____	_____	_____	_____
Library	_____	_____	_____	_____
Other Furniture:	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Tract Rack & Contents	_____	_____	_____	_____
Stationary	_____	_____	_____	_____

PARISH HALL					
Year Built	_____	Year Renovated	_____	Seating Capacity	_____
Repairs and Improvements since last report _____					
Is Hall in basement of Church: YES <input type="checkbox"/> NO <input type="checkbox"/>					
PARISH HALL INVENTORY					
Article	Material	Quantity	Condition	Replacement Value	
Organ - Piano	_____	_____	_____	_____	
Chairs Nesting	_____	_____	_____	_____	
Chairs Folding	_____	_____	_____	_____	
Chairs Kitchen Type	_____	_____	_____	_____	
Tables Nesting	_____	_____	_____	_____	
Table Extension	_____	_____	_____	_____	
Desks Other	_____	_____	_____	_____	
Blackboards	_____	_____	_____	_____	
Curtains - Window	_____	_____	_____	_____	
Curtains - Room Divider	_____	_____	_____	_____	
Altar Sunday School	_____	_____	_____	_____	
Stove	_____	_____	_____	_____	
Refrigerator	_____	_____	_____	_____	
Dishes	_____	_____	_____	_____	
Pots and Pans	_____	_____	_____	_____	
Coffee Maker _____ Cups	_____	_____	_____	_____	

RECTORY

Year Built _____ Year Renovated _____ Number of Rooms _____
 Basement: Fully Furnished _____ Furnace and Storage Only _____
 Garage: Adequate Wired Inadequate No Garage

RECTORY FURNISHINGS INVENTORY

Article	Material	Quantity	Condition	Replacement Value
Refrigerator	_____	_____	_____	_____
Stove	_____	_____	_____	_____
Washer	_____	_____	_____	_____
Kitchen _____ Size	_____	_____	_____	_____
Kitchen - Furniture	_____	_____	_____	_____
Dining Room _____ Size	_____	_____	_____	_____
Dining Room - Furniture	_____	_____	_____	_____
Living Room _____ Size	_____	_____	_____	_____
Living Room - Furniture	_____	_____	_____	_____
Bathroom _____ Size	_____	_____	_____	_____
Bathroom - Furniture	_____	_____	_____	_____
Bedroom A _____ Size	_____	_____	_____	_____
Bedroom A - Furniture	_____	_____	_____	_____
Bedroom B _____ Size	_____	_____	_____	_____
Bedroom B - Furniture	_____	_____	_____	_____
Bedroom C _____ Size	_____	_____	_____	_____
Bedroom C - Furniture	_____	_____	_____	_____
Bedroom D _____ Size	_____	_____	_____	_____
Bedroom D - Furniture	_____	_____	_____	_____
Study _____ Size	_____	_____	_____	_____
Study - Furniture	_____	_____	_____	_____
Lawn Mower	_____	_____	_____	_____
Garden Tools	_____	_____	_____	_____
Ladders, etc.	_____	_____	_____	_____

PHOTOS

* CHURCH

*HALL

*RECTORY

* PLEASE ATTACH PHOTO OF EACH

Rectory repairs and improvements since last report

Submitted by:

 INCUMBENT or WARDEN