

# SAMPLE

## CONVEYANCE OF LOCAL CHURCH REAL PROPERTY

### Pastor and District Superintendent Consent Form

The undersigned, pursuant to the requirements of *The Book of Discipline of The United Methodist Church*, hereby consent to the proposed real property action, being namely:

**[Briefly fill in the particulars of the purchase, sale, conveyance, transfer, lease, or mortgage, noting the type of transaction, the address of property, approximate date of transaction, dollars involved or other information as appropriate. For example: “The sale of the First United Methodist Church’s sanctuary located at 100 Pine Street, Sycamore, Illinois along with the adjacent parking lot for no less than \$400,000, as authorized by the Charge Conference on August 12, 2001.”]**

This consent is for Church purposes only and is not a warranty, guarantee, indemnity, or other agreement for the benefit of third parties.

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
District Superintendent,  
\_\_\_\_\_ District  
of The United Methodist Church

\_\_\_\_\_  
Pastor,  
\_\_\_\_\_ United  
Methodist Church

**[An acknowledgment or witness may be required in some states.]**

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### **EXPLANATION – NOT PART OF THE CONSENT FORM**

*The Book of Discipline*, in ¶¶ 2536 and 2538 to 2540, sets forth when written consent by the district superintendent and pastor is required. A consent is to be affixed to or included in the instrument of sale, conveyance, transfer, lease, or mortgage, as required by the *Discipline* (consents to purchase do not need to be affixed but should be put in the records of the transaction). It should be signed only after it has been determined that all proper *Discipline* steps have been taken to approve the action.

This is a sample Consent Form. Real estate issues and concerns, including the form of the consent, need to be reviewed in advance by an attorney familiar with your state’s real property laws and requirements. It may also need to be reviewed by the title insurance company that is insuring the transaction. **The General Council on Finance and Administration is not engaged in providing legal or accounting services. The services of a competent professional should be sought for legal and tax advice.**