

Church:	Date of Parsonage Review:
Parsonage Address:	Complete the inspection in time for church conference

The parsonage is to be mutually respected by the pastor's family as the property of the church and by the church as a place of privacy for the pastor's family. "The Chairperson of the of the Committee on Pastor/Parish Relations, the Chairperson of the Board of Trustees, and the Pastor shall make an annual review of the church-owned parsonage to assure proper maintenance." (The 2016 Book of Discipline, para. 2533.4) See <https://www.gcfa.org/media/1268/section-5-risk-management.pdf> (page 26) for a more thorough risk management checklist. It is suggested that a photo journal of the interior and exterior of the parsonage be kept.

LIVING ROOM	GOOD	FAIR	POOR	COMMENTS
WALLS/CEILING (Painting, cracks, wallpaper condition)				
WOOD FLOOR ? Y N				
RUG?				
LIGHTS				
DRAPES/RODS/BLINDS				
OTHER Comments about the room				

DINING AREA	GOOD	FAIR	POOR	COMMENTS
WALLS/CEILING (Painting, cracks, wallpaper condition)				
WOOD FLOOR ? Y N				
RUG?				
DRAPES/RODS/BLINDS				
LIGHTS				
OTHER Comments about the room				

HALLS	GOOD	FAIR	POOR	COMMENTS
WALLS/CEILING (Painting, cracks, wallpaper condition)				
WOOD FLOOR ? Y N				
RUG?				
DRAPES/RODS/BLINDS				
LIGHTS				
OTHER Comments about the room				

KITCHEN	GOOD	FAIR	POOR	COMMENTS
HOOD/FAN/LIGHTS				
REFRIGERATOR				
DISHWASHER				
KITCHEN PLUMBING				
GARBAGE DISPOSAL				
OVEN/STOVE				
LIGHTS				
CABINETS				

KITCHEN - continued	GOOD	FAIR	POOR	COMMENTS
COUNTERTOPS				
CEILING				
WASHING MACHINE				
DRYER				
OTHER Comments about the room				
BEDROOM - #1	GOOD	FAIR	POOR	COMMENTS
WALLS/CEILING (Painting, cracks, wallpaper condition)				
WOOD FLOOR ? Y N				
RUG?				
LIGHTS/MIRROR				
DRAPES/RODS/BLINDS				
CLOSETS/DOORS/SHELVING				
OTHER Comments about the room				
BEDROOM - #2	GOOD	FAIR	POOR	COMMENTS
WALLS/CEILING (Painting, cracks, wallpaper condition)				
WOOD FLOOR ? Y N				
RUG?				
LIGHTS/MIRROR				
DRAPES/RODS/BLINDS				
CLOSETS/DOORS/SHELVING				
OTHER Comments about the room				
BEDROOM - #3	GOOD	FAIR	POOR	COMMENTS
WALLS/CEILING (Painting, cracks, wallpaper condition)				
WOOD FLOOR ? Y N				
RUG?				
LIGHTS/MIRROR				
DRAPES/RODS/BLINDS				
CLOSETS/DOORS/SHELVING				
OTHER Comments about the room				
BEDROOM - #4 / Home Office	GOOD	FAIR	POOR	COMMENTS
WALLS/CEILING (Painting, cracks, wallpaper condition)				
WOOD FLOOR ? Y N				
RUG?				
LIGHTS/MIRROR				
DRAPES/RODS/BLINDS				
CLOSETS/DOORS/SHELVING				
OTHER Comments about the room				

BATHROOM #1 SIZE	GOOD	FAIR	POOR	COMMENTS
SHOWER/TUB				
TOILET				
CABINET				
FLOOR				
CEILING				
FAN				
MIRROR				
SINK				
MOLD? Y N				
WALLS				
GENERAL PRESENTATION				
OTHER Comments about the room				

BATHROOM #2 SIZE	GOOD	FAIR	POOR	COMMENTS
SHOWER/TUB				
TOILET				
CABINET				
FLOOR				
CEILING				
FAN				
MIRROR				
SINK				
MOLD? Y N				
WALLS				
GENERAL PRESENTATION				
OTHER Comments about the room				

BASEMENT	GOOD	FAIR	POOR	COMMENTS
Flooring? Dirt, cement, rug? Please specify				
Water problems? Sub-pump installed?				
Finished Room? If yes, condition?				
OTHER Comments about the room				
ELECTRICAL SYSTEM working adequately				
HEATING AND COOLING SYSTEM working adequately				
DOMESTIC HOT WATER working adequately				

EXTERIOR	GOOD	FAIR	POOR	COMMENTS
CAULKING OF WINDOWS AND DOORS				
ALL WINDOWS in good working order				
ALL SCREENS in good working order				
EXTERIOR PAINTING OR SIDING				
POINTING OF BRICK OR STONE				
ROOF				
SIDEWALK				
DRIVEWAY				

EXTERIOR - continued			GOOD	FAIR	POOR	COMMENTS
GARAGE FLOOR						
YARD						
Please describe LAWN CARE and SNOW REMOVAL provisions:						
ANIMALS						
Number of animals, and kinds, living in the parsonage						
Cats:						
Dogs:						
Other:						
Note that the pastor and family are responsible to insure that home is returned to same condition prior to arrival of the animals.						
Other items not listed above (specify)						
SAFETY CHECKS						
If parsonage built before 1978, has there been a lead inspection?			Yes	No		
If yes and lead was found, has lead abatement been done at the parsonage so it is safe for children & others?						
IF NO, SCHEDULE INSPECTION						
Smoke detectors installed and checked?			Yes	No		
Carbon monoxide detector installed and inspected?			Yes	No		
Dates the following items were last tested/inspected:						
Well Water:						
Septic Pumped:						
Radon:						
Lead Paint:						
Are you aware of any mold issues in the parsonage? If so, where?						
OVERALL CONDITION OF THE PARSONAGE IS:						
Excellent <input type="checkbox"/>		Good <input type="checkbox"/>		Fair <input type="checkbox"/>		Poor <input type="checkbox"/>
Describe any health or safety concerns:						
Describe any major repairs needed:						
For comments or additional rooms please add pages to this report						
SIGNATURES						
S/PPRC Chairperson:			Pastor:			
Date:			Date:			
Board of Trustees:			District Superintendent:			
Date:			Date:			