Property Addition / Deletion / Change

Buildings or land bought, sold, built, renovated, vacated or changed in use

How to submit: Fill in this form, save it and email it to **GNJUMC@bowerins.com** (or print, complete and scan it), or use the online form at **bowerins.com/gnjumc**.
Report construction, purchases and major renovations **before signing contracts**. Newly acquired property is covered automatically for a limited time, so report it promptly.

Your church

Church name | GNJ ID #

Mailing address | City | State | ZIP

Requested by (name) | Title / role | Email | Phone

Effective date of change

What is changing? (check all that apply)

- ☐ Purchase of land or building
- ☐ New construction / addition
- ☐ Building now vacant
- ☐ Cemetery or vacant land
- ☐ Merger, closure or name change
- ☐ Sale / demolition
- ☐ Renovation / updated values
- ☐ Daycare / preschool / school
- ☐ Elevator, lift or boiler
- ☐ Other

Property

Property address | City | State | ZIP

Use of building (sanctuary, hall, parsonage, office, rental...) | Own or rent? (if renting: # units)

Replacement cost - building | Replacement cost - contents

Construction (frame, brick, masonry, fire resistive) | Year built | # of stories | Square footage

Description of change

School or daycare operations (if applicable)

Licensed? Days and hours of operation

Operated by church or outside group?

Average children per day

Maximum children per day

Age range of children

 # teachers & adult helpers

Are children transported?

☐ Yes ☐ No

Cemetery or vacant land (if applicable)

Number of acres

Burials per year (or maintenance only)