



**NC BAPTIST**  
**FINANCIAL SERVICES**  
*church loans and investments*

Application for Church Loan

From

North Carolina Baptist Financial Services

A Ministry of

The North Carolina Baptist Foundation

7427 Matthews-Mint Hill Road  
Suite 105 PMB 185  
Charlotte, NC 28227

800-521-7334 Ext 1680 (TOLL FREE)  
919-459-1680  
704-246-7287 (FAX)

**Please read “Policies and General Loan Conditions” before completing this application.  
Please indicate “N/A” for items that do not apply.**

<b>For Foundation Use Only</b>				
Date Received	Application Number	Loan Amount Requested	Interest Rate Option	Loan Term

**Application for Church Loan  
North Carolina Baptist Financial Services**

Date: \_\_\_\_\_

Loan Amount Requested: \_\_\_\_\_

Requested Amortization: \_\_\_\_\_

Name of Church \_\_\_\_\_ Year Organized \_\_\_\_\_

Legal Structure \_\_\_\_\_ Tax ID # \_\_\_\_\_

Physical Address: Street number & name \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State NC Zip \_\_\_\_\_

Mailing Address: \_\_\_\_\_

(if different)

City \_\_\_\_\_ State NC Zip \_\_\_\_\_

Church Phone # \_\_\_\_\_ Contact Person \_\_\_\_\_

Church Fax # \_\_\_\_\_ Contact Phone# \_\_\_\_\_

Church e-mail \_\_\_\_\_ Contact e-mail \_\_\_\_\_

Senior Pastor: \_\_\_\_\_ Yrs. in present  
pastorate: \_\_\_\_\_ Bi-vocational?  Yes  No

Affiliations: Local Baptist \_\_\_\_\_

State Baptist \_\_\_\_\_

National Baptist \_\_\_\_\_

How did the church learn about NC Baptist Financial Services? \_\_\_\_\_

List Names of Officers of Corporation (legal names)

(Select) \_\_\_\_\_ (Select) \_\_\_\_\_

(Select) \_\_\_\_\_ (Select) \_\_\_\_\_

**AUTHORIZATION INFORMATION**

This application, submitted for a loan of \_\_\_\_\_ by the aforesaid church, was duly authorized in business session on \_\_\_\_\_ and is hereby submitted to North Carolina Baptist Financial Services for consideration.

Clerk of Applicant Church: \_\_\_\_\_ (Seal)  
(Print or Type name) (Clerk's Signature)

Moderator of Applicant Church \_\_\_\_\_ (Seal)  
(Print or type name) (Moderator's Signature)

**STATISTICAL INFORMATION**

Church year begins each:

Four-year record by church year: \_\_\_\_\_

**YTD  
Thru**

<b>Resident Members</b>				
<b>Additions by Baptism</b>				
<b>Other Additions</b>				
<b>S.S. Avg Attendance</b>				
<b>AM Worship Avg. Attendance</b>				

Current number of giving units (minimum annual contribution \$100): \_\_\_\_\_

**FINANCIAL INFORMATION**

**Budget & \*Undesignated Budget Receipts** (past 3 years (starting with earliest Year & current Year-to-Date))

<b>Year</b>	<b>Adopted Annual Budget</b>	<b>Actual Budget Receipts</b>
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
Current Year	\$ _____	\$ _____

\*These receipts represent only dollars going toward budget expenses. They do not include building fund gifts, Special mission offerings, or other special offerings taken by the church.

\*\*How many months in current year? \_\_\_\_\_

**A copy of current budget must be attached to completed application**

**BALANCE SHEET: As of**  
**Only Complete if Balance Sheet not provided)**

**Assets**

Total Bank Accounts \$ \_\_\_\_\_  
 Other Cash or Marketable Securities \$ \_\_\_\_\_  
 Land and Buildings \$ \_\_\_\_\_  
 Vehicles \$ \_\_\_\_\_  
 Other Equipment \$ \_\_\_\_\_  
 Other Assets \_\_\_\_\_ \$ \_\_\_\_\_  
**Total Assets** \$ \_\_\_\_\_

**Liabilities**

Accounts Payable \$ \_\_\_\_\_  
 Short term loans \$ \_\_\_\_\_  
 Long term Loans \$ \_\_\_\_\_  
 Other Liabilities \$ \_\_\_\_\_  
 \_\_\_\_\_  
**Total Liabilities** \$ \_\_\_\_\_

**Net Worth** (Assets minus Liabilities) \$ \_\_\_\_\_

**DEBT INFORMATION**

Indebtedness to be retired with this loan:

Owed to:	Origination Date	Maturity Date	Original Balance	Present Balance	Current Monthly Payment	Current Interest Rate
1. _____	_____	_____	\$ _____	\$ _____	\$ _____	_____ %
2. _____	_____	_____	\$ _____	\$ _____	\$ _____	_____ %
3. _____	_____	_____	\$ _____	\$ _____	\$ _____	_____ %

**Indebtedness that will continue: (Include copier and other equipment leases)**

1. _____	_____	_____	\$ _____	\$ _____	\$ _____	_____ %
2. _____	_____	_____	\$ _____	\$ _____	\$ _____	_____ %
3. _____	_____	_____	\$ _____	\$ _____	\$ _____	_____ %

Is the church a party to a lawsuit or legal action?  Yes  No

**MINISTERIAL STAFF AND OTHER KEY PERSONNEL**

<u>Name</u>	<u>Position</u>	<u>Years in Position</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**PROPERTY INFORMATION**

How many acres do you currently own? \_\_\_\_\_

Address of property to be used as security \_\_\_\_\_

Date Facilities acquired \_\_\_\_\_ Cost \$ \_\_\_\_\_ Square footage of current facilities \_\_\_\_\_

Appraised or insured value of property \$ \_\_\_\_\_ Date Property was appraised \_\_\_\_\_

Property Insurance Information \_\_\_\_\_  
 (Name of insurance agency) (Telephone Number)

Does the church property contain a cemetery?  Yes  No

**EPA INFORMATION**

If the property you are using for collateral has ever been used by any petroleum related business or industry, has had asbestos or other toxic or hazardous substances present in the buildings, or hazardous or toxic substances stored or disposed of on the land, please explain; (If not applicable, please indicate so.)

\_\_\_\_\_

(If additional space is needed, please attach second sheet)

EPA questionnaire completed by:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**BUILDING PROJECT INFORMATION**

**Estimated Cost of Project**

Land \$ \_\_\_\_\_  
Building \$ \_\_\_\_\_  
Furnishings \$ \_\_\_\_\_

**Purpose of loan:** \_\_\_\_\_

**Name of Architect:** \_\_\_\_\_

**Name of Contractor:** \_\_\_\_\_

**Is there a fund raising emphasis for this project?** Yes No

**Period of time for receiving funds:**

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

Total # of pledges expected: \_\_\_\_\_ Pledges received to date: \$ \_\_\_\_\_

Current amount of cash in Building Fund: \$ \_\_\_\_\_

Please include a brief summary of any capital campaigns held over the past 5 years.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPLICATION PROCESS**

- 1. Complete the application information in detail.
- 2. Application must be accompanied by the following (Additional items may be requested). Please note your application cannot be processed without receipt of all requested information.
  - Detailed year-end financial statements for the past three fiscal years showing all undesignated income and expenses and designated income and expenses.
  - A copy of your current year to date financial statement.
  - Balance sheet. (This statement reflects all assets and liabilities)
  - Copy of church’s current budget.
  - Copies of last month’s bank statement on all accounts.
  - Senior Pastor’s resume.
  - Copies of property deeds on all church owned properties, which include the legal descriptions.
  - Copies of Articles of Incorporation.
  - Copy of Church Constitution and By-Laws.
  - Copy of Purchase contract if purchasing property
  - If new construction, copy of preliminary plans and specifications, construction contract and construction budget.
  - Proof of municipal water and sewer service availability to the site, *or* proof of availability of an alternate water distribution system and sewer/septic disposal system to provide water and sanitary sewer service to the site which is adequate to meet the needs of the improvements constructed thereon.

**POLICIES AND GENERAL LOAN CONDITIONS**

- 1. Collateral: NC Baptist Financial Services, Inc. (NCBFS) will require a first lien deed of trust on all church property (land, improvements furniture and fixtures).
- 2. Documentation: Loan documents acceptable to NCBFS and as required under applicable state law including, but not limited to, a promissory note, a first lien deed of trust and U.C.C. (Uniform Commercial Code)
- 3. Title and Title Insurance: Borrower must have a fee simple title to the collateral property without encumbrances and must provide an ALTA policy of title insurance in the loan amount and fully acceptable to NCBFS.
- 4. Survey: Church must provide NCBFS a current survey plat that is satisfactory to NCBFS prior to loan funding.
- 5. Hazard and Liability Insurance: Fire and extended coverage and flood insurance (if applicable) will be required on insurable buildings and improvements included in the security property.
- 6. Additional debt: Church will have a limitation on incurring additional debt without NCBFS’s prior approval.
- 7. Compliance with Zoning and Building Laws: Security property must comply with all applicable zoning and building laws.
- 8. Expenses: The church must bear all expenses relative to the loan and its closing. NCBFS will also charge a fee on each loan.

**CERTIFICATION AND SIGNATURE**

As officer(s) of the church, I/we have read the General Loan Conditions and fully understand the responsibility and requirements in securing a loan with NCBFS. I/we also certify that all statements and information in this Application are correct and complete. The undersigned authorizes NCBFS to make such inquiries and gather such information as deemed necessary concerning any information provided to NCBFS on this application or on any such required documents. I/we also understand that all loan applications are subject to credit approval, collateral acceptability, and availability of NCBFS funds.

Signed: \_\_\_\_\_ (Seal) Signed: \_\_\_\_\_ (Seal)

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_