



Uniting Church in Australia
Synod of NSW and the ACT

ANNEXURE 8— AUTOMATIC APPLICATION FORM FOR LEASES





Automatic Application Form for Leases

(for leases granted less than 3 years which are not
for churches, halls or ministers residences)

- Please send a copy of this application form to Uniting Resources – Property Services along with
- a completed Certificate of Correctness
 - lease documents for signing by the Property Trust

(1) **Applicant Details**

- Congregation / Board: _____
- Presbytery: _____
- Application Date: _____

(2) **Contact Details**

- Contact Name: _____
- Address: _____
- Phone No: _____ Fax No: _____
- Email Address: _____

(3) **Lease Details**

- Will this lease be for: Retail Commercial Residential
- Property Address: _____
- Type of Building: _____
- The term of the lease is for _____
- The total rent per annum (ex GST) is: \$_____ pa

(4) **Project Overview** (a brief description of the purpose of the project, including how this proposal complements your mission plan: _____

(6) **Certified Copy of Resolutions**

We hereby certify that at a meeting of the Church Council / Presbytery / Board / School Council duly convened in accordance with Assembly Regulations 4.4.3 and 4.4.4, held on the _____ day of _____ 20____, the following resolutions were passed:

(a) Proposal to Lease: _____

Office Bearer of Church Council

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