



Charge Name: _____

District: _____ River District

PARSONAGE AGREEMENT*

PREFACE

An adequate, attractive, and comfortable parsonage for the pastor and his/her family should be the goal of every pastoral charge. Its standards and furnishings should be at least those of the community in which the parsonage is located. It should be of sound construction and located in the parish area served by the charge. Moreover, it should be remodeled and renovated as needed in keeping with the surrounding community and the changing needs of the occupants. Since the pastor and his/her family are expected to live in the parsonage, the charge, in turn, should provide the necessary funds to keep the house in good condition.

It is extremely important for the Trustees to have a plan detailing what repairs, replacements, and improvements need to be done at the parsonage each year. The annual inspection by the chairperson of the pastor-parish relations committee, the chairperson of the trustees, the chairperson of the parsonage committee, along with the pastor and his/her spouse should provide an agenda for the work to be done.

Since the parsonage represents a significant financial investment for the charge, time and funds expended to keep it in good condition are an expression of faithful stewardship and may well serve as a preventive to even greater expenditures in the future.

The parsonage family should take good care of all parsonage property, never abusing it, and observing the rule to "always leave the parsonage in better condition than it was found."

THEREFORE, BE IT RESOLVED THAT

1. If the pastor/family feels that the charge is neglecting the maintenance and care of the parsonage/property, either by its failure to provide adequate funding or by its refusal to address and correct basic, ongoing needs, the pastor shall notify the district superintendent accordingly. Upon notification, the district superintendent and the chairperson of the District Board of Church Location and Buildings shall make arrangements with the pastor/family to inspect the parsonage. If the complaint of the pastor/family is confirmed by the inspection, the district superintendent shall meet with the Trustees and/or the Administrative Board/Council to develop a mutually acceptable plan for completing the necessary work to be done at the parsonage.

2. When the church is notified that there will be a change of pastors, usually two to three months prior to the actual moving date or as soon as possible, the Trustees shall make arrangements to inspect the parsonage in the presence of the pastor and his/her spouse. If at this time, the Trustees feel that the parsonage/property has been abused and is in unacceptable condition, the district superintendent shall be notified immediately and pertinent information regarding the state of the parsonage filed with him/her. Upon receiving notification, the district superintendent and the chairperson of

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the District Committee on Ministry shall meet with the Trustees as soon as possible to inspect the parsonage/property.

3. The pastor and his/her family shall assume all responsibility and/or liability for extraordinary wear and damage (wear and damage caused by neglect or abuse on the part of the parsonage family). The pastor and his/her family shall assume all responsibility and/or liability for the presence of pets in the parsonage. During the period of time leading up to the pastoral change, any necessary maintenance, replacement, repair and/or cleaning connected with extraordinary wear and damage or damage done by pets in the parsonage shall be the responsibility of the exiting pastor. All costs for such repairs, cleaning, replacement, and maintenance shall be paid by the exiting pastor and his/her family. If the costs are quite large, an agreement for payment plan may be worked out with the church along with the district superintendent and the chairperson of the District Committee on Ordained Ministry. All payments or agreements for payment must be completed before moving day.

4. Any utilities used by the parsonage family in the parsonage should be paid in full based on the move out date. Arrangements for final payments should be made with the chair of trustees.

5. This agreement should be signed and dated by the pastor, the pastor/staff relations committee chairperson, the chair of the trustees, and the chair of the administrative council/board or Charge/Church Parsonage Committee. Copies of this agreement should be provided for those signing the document and for the district superintendent. By signing the agreement, all parties agree to abide by the conditions set forth in numbers one (1) thru four (4) above.

DATE _____

Pastor

Chair, S/PPRC Charge/Church

Chair, Charge/Church Trustees

**Chair, Church/Charge
Parsonage Committee
or Chair Admin Board/Council**

District Superintendent

** Approved by vote of the Tennessee Annual Conference, June 1999.*