

**DIOCESE OF SASKATOON**  
**CHURCH PROPERTY INSPECTION REPORT**

For use in accordance with Canon 16

Descriptors: VG - Very Good, G - Good, F - Fair, P - Poor

**INDICATE WHICH BUILDING - CHURCH, HALL OR OTHER**

Location		Date				COMMENTS IF FAIR OR POOR CONDITION
Check one	VG	G	F	P		
Roof						
Chimney						
Eavestroughing						
Soffits & Fascia						
Exterior Paint						
Windows						
Doors						
Outbuildings						
Grounds						
Floors						
Furnishings	Pews, Altar, Pulpit, etc					
	Organ					
	Other - chairs, tables etc					
Bathroom	Fixtures					
	Cabinets					
	Walls, Floors, Ceilings, etc					
Kitchen	Appliances					
	Plumbing					
	Sink & Counters					
	Floor					
	Walls, Floors, Ceiling, etc					
Basement	Furnace & Ducts					
	Water Heater					
	Plumbing					
	Bathroom					
	Other Rooms					
Other (specify)						

**IMMEDIATE ATTENTION REQUIRED**

**FUTURE REPAIRS/IMPROVEMENTS PLANNED**

**GENERAL COMMENTS**

signed.....

one copy - Synod Office

one copy - Parish Records

**CANON 16**

Property Committee

1. A Property Committee of qualified persons shall be established in each parish for the purpose of ensuring that the building(s) and the mandatory items of furnishings as required in Canon 9 are of good quality and are maintained in good condition in all buildings within the parish.
2. In consultation with the churchwardens of each congregation the committee shall inspect each building at least once every year, or when a vacancy occurs in the parish, or at the request of the incumbent or the churchwardens.
3. The committee shall complete the appropriate form as provided from time to time by the diocese and shall send one copy of the completed form to the regional archdeacon by no later than June 1st of every year and retain one copy for the congregational records.
3. Each regional archdeacon shall submit a written report to the fall meeting of Diocesan Council certifying that the requirements of this Canon have been met.

*November 93*