

**For Foundation Use Only**

Date Received	Application Number	Loan Amount Requested	Desired Interest Rate	Loan Term in Years



**The Baptist Foundation of Oklahoma**

**Loan Application**

(To be completed by Borrowing Church)

Name of Church:		Year Organized:		
Street Address:				
City:		State:	Zip:	
Mailing Address (if different):				
County:		Association:		Is Church Incorporated:
Church Phone: (    )		Church Fax: (    )		Church Email:
Contact Person:		Home Phone: (    )		Work Phone: (    )
Contact Email:				

**Pastoral Information**

Name:	Home Phone: (    )	Email:
Date Called to Church:	Date of Ordination:	Total Years in Ministry:
Education (List schools attended, dates attended and degree earned):		
Previous Ministries (List churches and dates served):		
Other Building Projects:		

**Authorization Information**

This application is submitted for a loan in the amount of \$\_\_\_\_\_ and was duly authorized in a business meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and is hereby submitted on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ to the Foundation Loan Services Committee of The Baptist Foundation of Oklahoma.

Clerk of Applicant Church Signature \_\_\_\_\_  
Moderator of Applicant Church Signature \_\_\_\_\_

## Enrollment and Attendance Information

Month Church Year Begins (_____)	Current Year 20_____	One Year Ago 20_____	Two Years Ago 20_____	Three Years Ago 20_____	Four Years Ago 20_____
Sunday School Enrollment					
Average Attendance					
Additions by Baptism					
Additions by Letter/Other					
Average A.M. Worship Attendance					

If there were declines in Sunday School or Worship attendance during this period, please explain: \_\_\_\_\_

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## Financial Information

(Budget and undesignated receipts only)

Month Budget Year Begins \_\_\_\_\_

Year	Adopted Annual Budget	Actual Budget Receipts
Current Year (# of months _____)	\$ _____	\$ _____
One Year Ago 20_____	\$ _____	\$ _____
Two Years Ago 20_____	\$ _____	\$ _____
Three Years Ago 20_____	\$ _____	\$ _____
Four Years Ago 20_____	\$ _____	\$ _____
Five Years Ago 20_____	\$ _____	\$ _____

Comments: \_\_\_\_\_

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## Current Year's Adopted Budget

	Cooperative Program Expenses	Associational Missions Expenses	Personnel and Salary Expenses	Maintenance and Utilities Expenses	Other Outstanding Indebtedness
Adopted Budget Amount	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
% of Budget	%	%	%	%	%

Comments: \_\_\_\_\_

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## Outstanding Indebtedness

Name of Lender	Original Amount	Current Balance	Monthly Payment	Will Pay Off with this Loan?
	\$ _____	\$ _____	\$ _____	Y/N
	\$ _____	\$ _____	\$ _____	Y/N

Comments: (include purpose of debt) \_\_\_\_\_

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## Capital Fund Raising Information

Beginning Date	Ending Date	Total Dollar Amount of Pledges Expected	Dollar Amount of Remaining Pledges
		\$	\$

If the church has not conducted a Capital Fund Raising emphasis, are there future plans to do so?  yes  no  
 Explain: \_\_\_\_\_

Current balance of Building Fund: \$ \_\_\_\_\_

Will loan be repaid from Budget Receipts?  yes  no

If yes, indicate amount per month \$ \_\_\_\_\_

## Property Information

	Size	Current Insured Value
Current Land	Acres	
Proposed Land Purchase	Acres	
Size of Existing Buildings	Sq Ft	\$
Size of Proposed Buildings	Sq Ft	
Auditorium Seating Capacity	Current [       ]	Proposed [       ]
Educational Seating Capacity	Current [       ]	Proposed [       ]

**EPA Information:**

If the property you are using for collateral has ever been used by any petroleum business or industry, has had asbestos or other hazardous or toxic substances present in the buildings, or hazardous or toxic substances stored or disposed of on any land taken as collateral by The Baptist Foundation of Oklahoma, please explain:

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

Completed by: \_\_\_\_\_ Title \_\_\_\_\_

## Building Project Information

Amount of Loan Request: \$ \_\_\_\_\_ Purpose: \_\_\_\_\_

Estimated Cost of Project: \_\_\_\_\_

Land \$ \_\_\_\_\_

Building \$ \_\_\_\_\_

Furnishings \$ \_\_\_\_\_

How much cash is church putting into the project: \$ \_\_\_\_\_

Have the building plans been drafted by a licensed architect?  yes  no

Will the building be built by:  contract  supervised labor  donated labor  
 mission/church building group(s)  other

Do you understand the church must obtain all necessary permits and comply with all codes, rules and regulations of the municipality, city, and state for the proposed project?  yes  no

Do you understand the church must pay all costs of materials and all indebtedness incurred during construction must be paid in full when the loan is fully funded? \_\_\_\_yes \_\_\_\_no

Do you understand the church must obtain signed lien waivers from each contractor, subcontractor, and supplier for the proposed project? \_\_\_\_yes \_\_\_\_no

Do you agree to comply with all requirements set forth in the "Policies and Regulations of the Church Building Loan Program" of The Baptist Foundation of Oklahoma? \_\_\_\_yes \_\_\_\_no

### Interest Rate Options

(Select desired interest rate option)

1 Year Adjustable Interest Rate (1 ½ % cap per annual adjustment, 5% cap over life of loan)

3 Year Adjustable Interest Rate (3% cap per every 3 year adjustment, 5% cap over life of loan)

5 Year Adjustable Interest Rate (5% cap over life of loan)

Would like to discuss options with Foundation Representative

**All loans calculated on a maximum 20 year amortization unless a shorter amortization period is requested by the Church.**

### General Information

Applicant **must** furnish the following insurance prior to closing at the applicant's expense:

- (1) Lender's Mortgage Title Insurance in the amount of the loan
- (2) Fire, extended coverage (to include flood insurance, if required) and liability insurance in at least the amount of the loan, naming The Baptist Foundation of Oklahoma as the named insured. This insurance coverage must be for a sum equal to an amount necessary to protect the loan, with a mortgage clause attached to the policy making all losses, if any, payable to The Baptist Foundation of Oklahoma.

Does the Church understand that the loan documents will contain a clause that states in the event the Church ceases to be "in harmony and affiliating with" the Baptist General Convention of Oklahoma or a state Southern Baptist convention with like beliefs as the Baptist General Convention of Oklahoma, the remaining indebtedness will become due and payable on call? The term "in harmony and affiliating with" means the Church will continue to cooperate with and contribute to the work of the Baptist Convention of Oklahoma or a state Southern Baptist convention with like beliefs as the Baptist General Convention of Oklahoma through payments to the Cooperative Program. \_\_\_\_yes \_\_\_\_no

Do you understand there will be a loan origination fee paid on the committed loan amount as set by the Foundation Loan Services Committee? \_\_\_\_yes \_\_\_\_no

Has the Church ever been named as a party in a lawsuit or ever been involved in litigation, either as a plaintiff or defendant? \_\_\_\_yes \_\_\_\_no

### Bank Information

Name of Bank:

City, State, Zip:

Generally, the Foundation requires that monthly installment payments will be made to the Foundation by automatic bank draft drawn on the Church's checking account.

### Privacy Statement

The Baptist Foundation of Oklahoma shall rely only upon written instructions signed by any of the following representatives of the Church in regard to any information pertaining to a pending church building loan application or an existing church building loan. Additionally, The Baptist Foundation of Oklahoma shall communicate by telephone, email or any other means of communication only with the following representatives of the Church in regards to a pending church building loan application or an existing church building loan.

**NAME**

**OFFICE/POSITION**

The church shall notify The Baptist Foundation of Oklahoma of any other persons or substitutions of persons authorized to give instructions. The Baptist Foundation of Oklahoma may rely on any communication reasonably believed by it to be genuine and authorized by the Church under terms of this statement.

Send completed application to:  
The Baptist Foundation of Oklahoma  
3800 North May Avenue  
Oklahoma City Oklahoma 73112  
(405) 949-9500  
(405) 948-7862 fax

A Foundation representative will contact the Church regarding the next step in the process.  
**A COPY OF THE CHURCH'S CURRENT BUDGET MUST BE ATTACHED TO THIS COMPLETED APPLICATION**