



ALLEGHENY EAST CONFERENCE

Corporation of Seventh-day Adventists

TREASURY

Annual Ministerial Parsonage Report

For the Year MM DD YYYY

GENERAL INFORMATION

Name _____ Date _____

eMail _____ Telephone _____

STATUS INFORMATION

Ordination Status

- Ministerial Credential
- Ministerial License
- Commissioned Minister

Housing Status

- Renting _____ Number of Months (Complete Section 1 only)
- Own _____ Number of Months (Complete Section 1 and 2 only)

Employment Status

_____ Number of Months in Allegheny East Conference (This year)

SECTION 1 ACTUAL HOUSING EXPENSES (Renters & Homeowners)

- 1. Purchase of House (Down Payment etc.) _____
- 2. Rent or Housing Payments _____
- 3. Utilities Expense _____
- 4. Furniture Purchase _____
- 5. Other Parsonage Expenses _____ A

SECTION 2 FAIR MARKET VALUE COMPUTATION (Homeowners Only)

- 1. Monthly Fair Rental Value of Unfurnished Home _____
- 2. Monthly Furniture Rental Value (Suggested 20% of item one) _____
- 3. Number of Months Home Owned During Year (Not to exceed number of months in conference above) _____
- 4. Total of items #1 and #2 multiplied by #3 _____
- 5. Actual Cost of utilities (per above) _____
- 6. Total Fair Rental Value Plus Utilities _____
- 7. Add Any Actual Rent Paid during the year (for period before or after home ownership) _____
- 8. Add additional Housing Expense Attributable to Period when renting _____
- 9. Total Fair Rental Value Plus Utilities Plus Rental Expense (if applicable) _____ B

SECTION 3 COMPUTATION ALLOWANCE (OFFICE USE ONLY)

- 1. Parsonage Allowance Per Policy _____
- 2. Additional Amount – Year of Move (if voted) _____
- 3. Total Parsonage Allowance Available _____ C
- 4. Computed Allowance – Lowest of A, B, or C _____
- 5. Less Amount Already Considered Non-Taxable _____
- 6. Year End Adjustment to Taxable Wages #65 (_____)

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Annual Ministerial Parsonage Expense Worksheet

For the Year MM DD YYYY

EXPENSE	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	SUB-TOTAL	TOTAL
Purchase of Home														
Down Payment														
Closing Cost														
Other Related Cost														
Rent/Mortgage Payment														
Utilities Expenses*														
Electricity														
Fuel														
Water and Sewer														
Garbage														
Other Expenses														
Insurance*Maintenance/Repairs														
Property Taxes*														
Pest Control														
Furniture Purchase														
Lawn Care														
TOTAL EXPENSES														

If not already included in Item 2 of Annual Ministerial Parsonage Report

NOTE: This is a worksheet for the minister's convenience. Total from this worksheet should be reported to your employing organization at the close of December on the Ordained Minister's Parsonage Expense Report form and will be excluded, up to a ceiling determined by the Union from the worker's taxable income. Should the IRS question the amounts presented it will be the worker's responsibility to provide proof of these expenditures.

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