

**THE UNITING CHURCH IN AUSTRALIA (NSW SYNOD)
BOARD OF FINANCE AND PROPERTY**

**LEGAL INSTRUMENT
CERTIFICATE OF CORRECTNESS**

Any legal instrument created by the instruction of a Uniting Church body to give effect to a property transaction or building project and which is submitted for execution by the Property Trust must be accompanied by this form of certification.

Our procedures require that the administering Church Council/Board/Committee of Management/etc, certify that such documents have been examined and satisfy the interests and security of the Church by accurately giving effect to the particular transaction.

Section 1. of the Certificate should clearly identify the document/s submitted for execution and be signed by the persons holding office on behalf of the administering body.

Section 2. of the Certificate is to be completed by the professional consultant who has actually prepared the document/s (where we hold that responsibility) or, alternatively, has received and examined the document/s on your behalf.

A fully completed Certificate of Correctness must therefore accompany any document forwarded for execution or it cannot be progressed until the Certificate is received. The Property Trust may then require further independent examination of the instrument, particularly where a major financial commitment is involved. If this requires the services of a professional consultant, the costs are a charge to be met by the administering body which is making the submission, however the body would be consulted before any such costs are incurred.

CERTIFICATE OF CORRECTNESS OF INSTRUMENT
(Uniting Church Regulation 4.7.1 applies)

1. We certify that the **transaction** evidenced by the accompanying document/s, namely

.....
(describe the document)

has been approved by the
(Board / Church Council)

at a duly convened meeting.

We, the undersigned, having read the document/s, certify that they satisfactorily give effect to the transaction referred to above and that the Church interests are adequately protected by them. We now submit it / them for execution by

The Uniting Church in Australia Property Trust (N.S.W.)

Or

The Uniting Church in Australia (Australian Capital Territory) Property Trust.

Signed: (Chairperson – Church Council)

..... (Secretary or Treasurer)

..... Date

2. THIS CERTIFICATE IS REQUIRED FROM THE PROFESSIONAL CONSULTANT WHO PREPARED / APPROVED THE DOCUMENT/S.

This documentation has been prepared/approved by me on the basis of instruction given to me by the Board/Church Council and on the basis of those instructions adequately protects the interests of the Church.

Signature:

Name and Qualifications:

Date:

3. SYNOD PROPERTY REGISTRAR confirms that the necessary approvals have been obtained.

Signature: