



Building Committee Orientation Service

Once a congregation has determined its building needs after completing strategic ministry planning and a building evaluation process, a building committee is now ready to carry out the plan. This is the ideal time to request a building committee orientation provided by Church Extension.

During the consultation, discussion will include: architectural selection and working relationships, development of construction plans and supervision and management of the construction budget and building timeline.

Church Extension

P.O. Box 7030, Indianapolis, Indiana 46207
Shipping/Courier: 130 East Washington Street, Indianapolis, Indiana 46204
(317) 635-6500 or (800) 274-1883 FAX (317) 635-6534
E-mail: info@churchextension.org Web site: www.churchextension.org

Request for Building Committee Orientation Service

This is to advise that at a meeting of the Official Board of

Congregation _____ Street _____

City _____ State _____ Zip _____ Phone () _____

it was voted to request the Building Committee Orientation Service of Church Extension.

Board Chairperson _____ Street _____

City _____ State _____ Zip _____ Phone () _____

Minister _____ Street _____

City _____ State _____ Zip _____ Phone () _____

Building Planning Committee Chairperson _____

Street _____

City _____ State _____ Zip _____ Phone () _____



2009 Fee Schedule

Consultation Services

General (Initial) Consultation No Fee

Additional General Consultations
 Building Planning Orientation
 Building Planning Evaluation
 Building Committee Orientation
 Site Consultation
 Special Consultation



| Graduated Fee Schedule | |
|--------------------------|-------|
| Avg. Worship Attendance: | Fee: |
| 75 or less | \$250 |
| 76-150 | \$300 |
| 151-225 | \$400 |
| 226-400 | \$500 |
| more than 400 | \$750 |

The above fees will be applied to loan fees when a loan is secured from Church Extension.

A negotiated bundling of the above services with an "up front" payment will allow a 10% reduction in fee. Web based consultations are offered at 60% of the cost of on-site consultations.

Coaching Service – Monthly fee negotiated for a specific number of months (3 months minimum) for additional coaching on any of the services listed above.

| Graduated Coaching Fee Schedule | |
|---------------------------------|----------------|
| Avg. Worship Attendance: | Fee per month: |
| 150 or less | \$50 |
| 151-400 | \$75 |
| more than 400 | \$100 |

Architectural Consultation \$975, plus travel

Sacred Space Consultation \$975, plus travel

Fund Raising Services

Signature 2% of actual campaign pledge results, not to exceed 2% of mutually agreed campaign goal; *minimum fee: \$3,000*

Express 1% of actual campaign pledge results, not to exceed 1% of mutually agreed campaign goal; *minimum fee: \$1,500*

Small Congregation \$1,000 on site; \$600 phone or Web (Average worship attendance less than 40)

Custom Negotiated; *minimum fee: \$3,000*

Congregations that have consistently used Church Extension's fund raising services in the past may request assistance with fund raising for the coaching fee listed above, plus a materials fee of \$15 per Signature campaign manual or \$10 per Express campaign manual.

Fees subject to change.

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