



THE UNITING PRESBYTERIAN
CHURCH IN SOUTHERN AFRICA
PBO MM0021/01/04

ASSESSMENT
FORM

Year of Assessment

PARTICULARS OF THE CHURCH

Constituted
Congregation

Nuclear
Congregation

Transitional
Congregation

Financial Year end
(YYYYMMDD)

Phone Number

Presbytery

Fax Number

Name of
Congregation

Cell Number

THE CHURCH ADDRESS

Postal Address

Postal Code

Mark here with an "X" if same as above or complete the congregation
physical address

Physical Address:

Post Code:

Rate the preference as to how your church would like to be contacted

Email

Post

Fax

Declaration

I declare that:

- The information furnished in this application is true and correct
- I have disclosed all gross amounts of all income received
- I have the necessary financial records to support all the declaration on this form.

Signature

Minister

Session Clerk

Treasurer

Date
(YYYY/MM/DD)

PARTICULARS OF THE TREASURER

First Name

Surname

Email

Initials

Title

Phone Number

Cell Number

PARTICULARS OF THE SESSION CLERK

First Name

Surname

Email

Initials

Title

Phone Number

Cell Number

PARTICULARS OF THE MINISTER/S

First Name

Surname

Email

Initials

Title

Phone Number

Cell Number

First Name

Surname

Email

Initials

Title

Phone Number

Cell Number

THE CONGREGATION'S FINANCIALS PARTICULARS Assessment Income and Deduction (Rands Only)

1. Total Income from ALL sources

Total Income AAA

2. Income deduction claimed

Special collection for relief of the poor 00001

Special collection for outside congregations 00002

Special collections of the PEF 00003

Bequests/legacies received during the year * 00004

Grants from the Presbytery 00005

Grants from the General Assembly 00006

Funds raised to pay off arrear assessments 00007

Total Income Deduction Claimed BBB

Total Assessable Income

Total Income from all sources AAA

Less: Total Income Deduction Claimed BBB

Less: Total Expenditure Deduction claimed CCC

Equals: Total Assessable Income DDD

* Only deducted if Ring-fenced for specific purpose and approved by Finance committee

3. Expenditure deduction claimed

Rent paid for church purposes or manse 00008

Housing Allowance paid to Minister(s) 00009

Building projects approved by Finance Committee 00010

Renovations approved by Finance Committee 00011

Equipment purchases approved by Finance Comm 00012

Bond (loans from banks) repayments 00013

Payments from property income 00014

Grants to Church development projects 00015

Total Expenditure Deduction Claimed CCC

Assessment Table (Compare in which band your Total Assessable Income falls)

Total Assessable Income	Assessment
R0 - R50 000	R300
R50 001 - R75 000	R1 200
R75 001 - R100 000	R2 400
R100 000 - Above	R2400 + (18% x(Total Assessment - R100 000))

Assessment Due if UNDER R100 000 (as per Assessment Table)

<i>Assessment Due</i>	"
<i>Less any provisional payments</i>	
Balance due	

Assessment Due Calculation if OVER R100 000

Total Assessable Income		DDD
<i>Less: First R100 000</i>		
Assessable income over R100000		
<i>Multiply: By 18%</i>	"	
<i>Add: R2400 (for the first R100 000)</i>		
Equals: Assessment Due		
<i>Less any provisional payments</i>		
Balance due	"	

Form Submitted By:

Date (YYYY/MM/DD)

PARTICULARS OF THE CENTRAL OFFICE

Bank Account Details (For Assessments, Long Leave, Loans & Medical Aid ONLY)

Name: Uniting Presbyterian Church in Southern Africa
 Bank: Standard Bank
 Branch: Parktown (000355)
 Account No: 200822764
 Reference: Congregation Name, Assess/LLeave/MAid

Postal Address:

P O Box 96188
 Brixton, 2019

Tel: 011 727 3500

Fax: 011 727 3506

Email Accounts: admin@presbyterian.org.za

FINANCIAL INFORMATION ITEMS

Income deduction claimed

00001	This includes all Benevolent Funds, Christian Aid, and special collections to help the needy.
00002	This includes special collections for organizations like the Bible Society, Missionary Groups
00003	Special Collections for the Presbyterian Education Fund
00004	Only show bequests or legacies received during the current year.
00005	A grant received from the Presbytery for any purpose.
00006	Amount received from Maintenance of the Ministry for the stipend support of the Minister. The amount received from the Ministry Committee if the congregation has a Probationer The amount received for Church Development.
00007	Fundraising done for congregations which have gone into serious arrears in the payment of their assessments.

Expenditure deduction claimed

00008	Amount actually paid as rent for a building used for congregational purposes.
00009	Housing Allowance paid to the Minister, as approved by the Presbytery.
00010	Building projects approved by BOTH the Presbytery and the Finance Committee of the General Assembly.
00011	Renovations approved by BOTH the Presbytery and the Finance Committee of the General Assembly.
00012	Equipment purchases approved by BOTH the Presbytery and the Finance Committee of the General Assembly.
00013	Bond repayments for property of church eg. church building, hall or manse.
00014	Amount paid from income (capital) towards buying land or building on that land.
00015	Amounts contributed by the Congregation towards the support of an approved Church Development project.