

<b>Church Name - please enter</b>	
<b>Church Address</b> - please enter your full address	
<b>Your Association</b> - please enter the name of the Association your church belongs to	
<b>Enter the year end of the Annual Accounts</b> you are sending to the Baptist Pension Scheme, e.g. 31 December 2012	
<b>Audit/Independent Examination</b> - have your Annual Accounts been audited or independently examined? <i>Answer Yes or No</i>	
<b>Annual Subscription</b> - enter the amount of the annual subscription paid to BUGB from the Annual Accounts being submitted	
<b>Home Mission</b> - enter the amount donated to Home Mission from the Annual Accounts being submitted	
<b>General Fund Income</b> - please enter the total income received in your General Fund from the Annual Accounts being submitted	
<b>General Fund Expenditure</b> - please enter the total expenditure in your General Fund from the Annual Accounts being submitted	
<b>General Fund Bank Balance</b> - please enter the bank balance at your year end from the Annual Accounts being submitted	

<p><b>Bank Balances</b> - insert the <u>total</u> balances of all bank and building society accounts or other institutions held by the church across all funds from the Annual Accounts being submitted</p>	
<p><b>Investments</b> - if the church holds investments, please state how much is invested (year end market value) and who with</p>	
<p><b>PROPERTY SECTION - please answer the information on property matters irrespective of who the managing or custodian trustees are</b></p>	
<p><b>Property Value (Church only)</b> - please enter the property value of your church entered in your Balance Sheet or Statement of Assets and Liabilities, e.g. insured value or professional valuation</p>	
<p><b>Property Value (Manse only)</b> - please enter the property value of your church manse/s entered in your Balance Sheet or Statement of Assets and Liabilities, e.g. insured value or professional valuation</p>	
<p><b>Property Value (Any other property held by the church only)</b> - please enter the property value of your property/ies entered in your Balance Sheet or Statement of Assets and Liabilities, e.g. insured value or professional valuation</p>	
<p><b>Insurance</b> - insert name of the company the church is insured with</p>	
<p><b>Pension Contributions (Ministers)</b> - please quote the annual figure paid by the church as an employer for ministers only in the Baptist Pension Scheme</p>	

<p><b>Pension Contributions (Staff)</b>  - please quote the annual figure paid by the church as an employer for other staff (not ministers) in the Baptist Pension Scheme)</p>	
<p><b>Other Funds Held</b> - where you hold other Funds besides the General Fund, please state each one in the spaces opposite and the amount held in each</p>	
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<p><b>Correspondent Name</b> - in case we need to contact you regarding this information, please state your name, address and contact number</p>	
<p><b>SEND COMPLETED FORM TO:</b></p>	Baptist Pension Scheme Trustees
	Baptist Union of Great Britain,
	Baptist House, PO Box 44, 129 Broadway,
	Didcot, Oxon, OX11 8RT

