UNITED CHURCH OF CANADA

NEWFOUNDLAND & LABRADOR CONFERENCE

EAST DISTRICT MANSE COMMITTEE

MANSE INSPECTION REPORT

PASTORAL CHARGE _____

MANSE ADDRESS _____

_____

VALUE OF PROPERTY _____

VALUE OF FURNISHINGS _____

PRESENT LIABILITIES _____

INSURANCE CARRIED _____

FAIR RENTAL VALUE _____ MONTHLY

ESTIMATED ANNUAL HEATING COST _____

DATE OF INSPECTION _____

INSPECTED BY: _____ _____

_____ _____

_____ _____

Revised: 2010

MISCELLANEOUS INFORMATION

LOCATION: ☐ ***Rural*** ☐ ***Urban***
☐ ***Apartment*** ☐ ***Bungalow*** ☐ ***2 - Storey*** ☐ ***Split Level*** ☐ ***Mobile Home***
☐ ***Residential*** ☐ ***Commercial*** ☐ ***Industrial***
☐ ***Paved Roads*** ☐ ***Sidewalks***

YEAR BUILT:	***BUILDING SIZE:***	
	LOT SIZE:	
EXTERIOR SIDING:	***SHED:*** ☐ ***yes*** ☐ ***no***	***SIZE:***
GARAGE: ☐ **Yes** ☐ **No** ***SIZE:***	☐ ***attached*** ☐ ***detached***	
PROPERTY FENCED: ☐ ***Yes*** ☐ ***No***	***HOME WHEELCHAIR ACCESSIBLE?*** ☐ ***Yes*** ☐ ***No***	
HEATING SYSTEM: ☐ ***Electric*** ☐ ***Oil (Air)*** ☐ ***Oil (Water)*** ☐ ***Other***		
IF OIL, IS TANK UP TO STANDARD CODE? ☐ ***yes*** ☐ ***no***	***EMERGENCY HEATING ALTERNATIVE?*** ***Wood Stove*** ☐ ***yes*** ☐ ***no*** ***Fireplace*** ☐ ***wood*** ☐ ***propane***	
VENTILATION SYSTEM: ☐ ***yes*** ☐ ***no***	***ELECTRICAL SYSTEM:*** _____ ***Amps*** ***Breakers*** ☐ ***Fuses*** ☐	
HOT WATER HEATER: ☐ ***Electric*** ☐ ***Oil*** ☐ ***Propane***		
WATER SERVICES: ☐ ***Municipal*** ☐ ***Well***	***SEWER SERVICES:*** ☐ ***Municipal*** ☐ ***Septic Tank***	
INSULATION TYPE:	***ROOF COVERING:***	
DISTANCE TO:	***Schools:*** *Primary* _____	***Health Care Centre:***
Churches on Pastoral Charge:	*Elementary* _____ *High* _____	***Major Shopping Centre:***
	Public Transport:	***UCC Ministry Colleagues:***
LAWN MOWER : ☐ ***yes*** ☐ ***no*** ***CLERGY RESPONSIBILITY?*** ☐ ***yes*** ☐ ***no***	***SNOW BLOWER:*** ☐ ***yes*** ☐ ***no*** ***CLERGY RESPONSIBILITY?*** ☐ ***yes*** ☐ ***no***	
CABLE TV AVAILABLE? ☐ ***yes*** ☐ ***no***	***INTERNET:*** ☐ ***Dial Up*** ☐ ***Highspeed***	
DECK: ☐ ***yes*** ☐ ***no***	***LOCATION:***	***SIZE:***
Location of Smoke Detectors:		***Location of Carbon Monoxide detector:***
Location of Fire Extinguishers:		

BEDROOMS				
Size	**1.**	**2.**	**3.**	**4.**
Floor Covering	**1.**	**2.**	**3.**	**4.**
List Furniture	**1.**	**2.**	**3.**	**4.**
Adequate Lighting & Outlets ?	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***
Phone Jack?	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***
Adequate Closet Space?	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***
Ensuite bath/shower?	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***	❑ ***yes*** ❑ ***no***
BEDROOM: Other Comments Please comment specifically re: draperies/blinds, walls coverings & conditions, windows, etc.				
PLEASE RATE BEDROOMS USING: G - Good; F - Fair; P - Poor				
BEDROOM: Overall Rating	**1.**	**2.**	**3.**	**4.**
NOTES:				

KITCHEN				
Size				
Floor Covering				
Dishwasher ?	❑ ***yes*** ❑ ***no***			
List Other Appliances				
Adequate Lighting & Outlets?		***Adequate Cupboard Space?***		❑ ***yes*** ❑ ***no***
Phone Jack? ❑ ***yes*** ❑ ***no***				
KITCHEN: Other Comments Please comment re: sink, windows, curtains, cupboards, appliances, etc.				
PLEASE RATE KITCHEN USING: G - Good; F - Fair; P - Poor				
KITCHEN: Overall Rating				

DINING ROOM				
Size				
Any Furniture ?				
Floor Covering				
Adequate Lighting & Outlets?	❑ ***yes*** ❑ ***no***			
Phone Jack? ❑ ***yes*** ❑ ***no***				
DINING ROOM: Comments Please comment re: windows, draperies, wall covering & conditions, etc.				
PLEASE RATE DINING ROOM USING: G - Good; F - Fair; P - Poor				
DINING ROOM: Overall Rating				
NOTES:				

LIVING ROOM				
Size				
Any Furniture ?				
Floor Covering		***Adequate Lighting & Outlets?***		❑ ***yes*** ❑ ***no***
Phone Jack? ❑ ***yes*** ❑ ***no***				
LIVING ROOM: Comments Please comment re: windows, draperies, wall coverings & conditions, etc.				
PLEASE RATE LIVING ROOM USING: G - Good; F - Fair; P - Poor				
LIVING ROOM: Overall Rating				
NOTES:				

FAMILY / RECREATION ROOM				
Size:		***Location:***		
Any Furniture ?				
Floor Covering				
Adequate Lighting & Outlets?	❑ ***yes*** ❑ ***no***			
Phone Jack? ❑ ***yes*** ❑ ***no***				
FAMILY ROOM: Comments Please comment re: windows, draperies, wall coverings & conditions, etc.				
PLEASE RATE FAMILY ROOM USING: G - Good; F - Fair; P - Poor				
FAMILY ROOM: Overall Rating				
NOTES:				

BATHROOMS				
Size	**1.**	**2.**	**3.**	
Circle appropriate choice:	***Full / Half***	***Full / Half***	***Full / Half***	
Location	**1.**	**2.**	**3.**	
Floor Covering	**1.**	**2.**	**3.**	
Indicate appropriate choice: ***[A] Bath [B] Shower Stall*** ***[C] Tub with Shower [D] Both***				
Adequate Medicine Cabinet or Vanity?	☐ ***yes*** ☐ ***no***	☐ ***yes*** ☐ ***no***	☐ ***yes*** ☐ ***no***	
Adequate Lighting & Outlets?	☐ ***yes*** ☐ ***no***	☐ ***yes*** ☐ ***no***	☐ ***yes*** ☐ ***no***	
Adequate Closet Space?	☐ ***yes*** ☐ ***no***	☐ ***yes*** ☐ ***no***	☐ ***yes*** ☐ ***no***	
BATHROOM: Comments Please comment re: windows, curtains, showers, wall covering & condition, etc.				
PLEASE RATE BATHROOM USING: G - Good; F - Fair; P - Poor				
BATHROOM: Overall Rating	**1.**	**2.**	**3.**	
NOTES:				

LAUNDRY ROOM				
Size				
Location				
Appliances				
Laundry Sink?	❑ ***yes*** ❑ ***no***			
Adequate Lighting & Outlets?	❑ ***yes*** ❑ ***no***			
LAUNDRY ROOM: Comments Please comment re: windows, wall covering & condition, age of appliances, etc.				
PLEASE RATE LAUNDRY ROOM USING: G - Good; F - Fair; P - Poor				
LAUNDRY ROOM: Overall Rating				
NOTES:				

Please Indicate: PASTORAL CHARGE OFFICE ☐ or ***STUDY/DEN*** ☐				
Size				
Location		***SEPARATE ENTRANCE:*** ☐ ***yes*** ☐ ***no***		
Floor Covering		***Phone Jack?*** ❑ ***yes*** ❑ ***no***		
List Furniture				
Computer Available? ☐ ***yes*** ☐ ***no***				
Internet Access? ☐ ***yes*** ☐ ***no***		☐ ***Dial Up*** ☐ ***High Speed***		
Fax Machine? ☐ ***yes*** ☐ ***no***		***Photocopier?*** ☐ ***yes*** ☐ ***no***		
Adequate Lighting & Outlets? ☐ ***yes*** ☐ ***no***				
Adequate Shelving? ☐ ***yes*** ☐ ***no***				
OFFICE: Comments ***Please comment re: windows, accessibility, wall covering & condition entrance concerns, etc.***				
PLEASE RATE OFFICE USING: G - Good; F - Fair; P - Poor				
OFFICE: Overall Rating				

BASEMENT		
Size		*Circle Choice: Finished / Unfinished*
Floor Covering		*Phone Jack?* ❑ *yes* ❑ *no*
Adequate Lighting & Outlets?	☐ *yes* ☐ *no*	
BASEMENT: Comments Please comment re: windows, draperies, walls, accessibility, usage possibility, etc.		
PLEASE RATE BASEMENT USING: G - Good; F - Fair; P - Poor		
BASEMENT: Overall Rating		
NOTES:		

IDENTIFY GENERAL STORAGE SPACE				
Size				
Location				
STORAGE SPACE: Comments Please make any necessary comments				
PLEASE RATE STORAGE SPACE USING: G - Good; F - Fair; P - Poor				
STORAGE SPACE: Overall Rating				
NOTES:				

ENTRANCES & PORCHES		
BACK:	*SIZE:*	*DOORBELL* ☐ *yes* ☐ *no*
	Closet ❑ *yes* ❑ *no*	*STORM DOOR* ☐ *yes* ☐ *no*
FRONT:	*SIZE:*	*DOORBELL* ☐ *yes* ☐ *no*
	Closet ❑ *yes* ❑ *no*	*STORM DOOR* ☐ *yes* ☐ *no*

GENERAL OBSERVATIONS & RECOMMENDATIONS

We consider the Manse large enough and adequate for a family of five. ☐ ***yes*** ☐ ***no***

We recommend the following:

1.

2.

3.

4.

5.

6.

OTHER COMMENTS:

.

EAST DISTRICT MANSE COMMITTEE CONVENOR _____

EAST DISTRICT PASTORAL RELATIONS CONVENOR _____