

**THE UNITING CHURCH IN AUSTRALIA (SYNOD OF NSW AND THE ACT)
SYNOD OFFICE**

**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.



**uniting
church**

in Australia,
Synod of NSW & ACT

CERTIFICATE OF CORRECTNESS (See Regulation 4.7.1)

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

.....
(Describe the document and indicate any consideration payable or receivable)

complies with the conditions of approval set down by **Synod Office (attached)** and has been approved at a duly convened meeting, by the

.....
(Board / Church Council)

We now submit the document/s for execution by:

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

Signed

..... Print name and contact details and circle job title

Signed

..... Print name and contact details and circle job title

To be signed by either two of Church Council Chairperson, Treasurer or Secretary if it is a Congregation or two of Director, CEO or General Manager if another Church entity, please circle which appropriate.

..... Date

2. This certificate is required from the **professional advisor** 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 I confirm the documentation adequately protects the interests of the Church.

Signature Date.....

Print name, qualifications and contact details

.....

3. **Property services** delegate confirms that the necessary approvals have been obtained.

Signature