



Property Data (Please fill out one sheet per property or building)

General Information

Monthly Meeting: _____

Address: _____
Street Address

_____ *City* _____ *State* _____ *ZIP Code*

Contact Name: _____ Contact Phone: _____

Contact Email _____

Property Name: _____

Property Type (Meetinghouse, Burial Ground, Tenant House, etc.): _____

Property Address: (If different from above) _____

Description of
Property or
Building:

Legal Information

Name(s) on Deed: _____

Committee or
Trustees group: _____

Clerk or Contact: _____

Phone: _____ Email: _____

Current Location
of Deed: _____

Deed Restrictions _____

Property
Incorporated? If
so, how? _____

Property Insurance
Company & Policy _____

Name & Location
of Investment
Funds

Who administers
these funds?

Name & Location
of Bank Account

Who administers?

Additional Information

Are upgrades or major repairs needed or planned for this property? If so, please explain.

Are there any challenges with maintaining this property you would like to share? Any topics that might be appropriate for conversations with others in the Quarter?

Please provide additional information you believe to be pertinent to this property.

Thank you very much for your efforts in completing this information!

We hope it will be helpful to your Monthly Meeting or Property Committee as well as providing valuable historical information to the Quarter.

Please return forms, completed as best as you are able, to the Western Quarter Office by email: coordinator@westernquarterquakers.org. Or mail a paper copy to Western Quarter, P.O. Box 693, Kennett Square, PA 19348

If you later find more information than what you originally were able to collect, please forward it as it comes available. It is our hope that we might be able to help Monthly Meetings in locating missing information as well.