



ARCHITECTURAL | FINANCIAL | CONSULTING  
CONSTRUCTION MANAGEMENT

## Omega Church Consultants, Inc.

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### CHURCH INFORMATION REQUEST FORM

Please tell us about your current church facilities and how we can help you.

|                  |                      |
|------------------|----------------------|
| Today's Date     | <input type="text"/> |
| Church Name      | <input type="text"/> |
| Church Address   | <input type="text"/> |
| City, State, Zip | <input type="text"/> |
| Church Phone     | <input type="text"/> |
| Church Fax       | <input type="text"/> |
| Pastor's Name    | <input type="text"/> |
| Sender's Name    | <input type="text"/> |
| Sender's Address | <input type="text"/> |
| City, State, Zip | <input type="text"/> |
| Sender's Title   | <input type="text"/> |
| Sender's Phone   | <input type="text"/> |
| Sender's E-Mail  | <input type="text"/> |

**The Church Is Planning to:**

- Relocate to a New Site
- Build and/or Renovate on the Present Site

**Building Site Info:**

Land Area Owned  Acres  
Existing Paved Parking?  Spaces  
Additional Acreage Available?  Acres

Is Municipal Water on Site?  Yes  No

Is Municipal Sewer on Site?  Yes  No

Septic System on Site?  Yes  No

**Present Building(s) on Site:**

Sanctuary  seats  
Fellowship/Parish Hall  seats  
Gymnasium/Recreation  sq. ft.  
Administration  staff  
Evangelist Quarters/Other  sq. ft.  
Sunday School Classrooms  students  
Church School  students  
Day Care  children  
Total of Buildings on Site  sq. ft.

**Other Factors to Consider Regarding Present Land or Facilities:**

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(cont.)

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**Anticipated Scope of Omega Services Needed:**

|   |  |   |
|---|--|---|
| <input type="checkbox"/> <b>Master Plan</b>           | <input type="checkbox"/> <b>Feasibility Study</b>        | <input type="checkbox"/> <b>Conceptual Design of Facilities</b>         |
| <input type="checkbox"/> <b>Construction Bids</b>     | <input type="checkbox"/> <b>Fund Raising and Finance</b> | <input type="checkbox"/> <b>3-D Modeling &amp;/or Promotional Video</b> |
| <input type="checkbox"/> <b>Real Estate Brokerage</b> | <input type="checkbox"/> <b>Complete Architectural</b>   | <input type="checkbox"/> <b>Construction Management</b>                 |

**Anticipated Scope of Facilities Needed (Near Term):**

|   |   |  |
|---|---|--|
| <input type="checkbox"/> <b>Parking</b>               | <input type="checkbox"/> <b>Worship Facility</b>        | <input type="checkbox"/> <b>Fellowship/Parish Hall</b> |
| <input type="checkbox"/> <b>Sunday School Classes</b> | <input type="checkbox"/> <b>Gym/Recreation Facility</b> | <input type="checkbox"/> <b>Administrative Offices</b> |
| <input type="checkbox"/> <b>Church School</b>         | <input type="checkbox"/> <b>Day Care</b>                | <input type="checkbox"/> <b>Other</b>                  |

**Anticipated Scope of Facilities Needed (Long Term):**

|   |   |  |
|---|---|--|
| <input type="checkbox"/> <b>Parking</b>               | <input type="checkbox"/> <b>Worship Facility</b>        | <input type="checkbox"/> <b>Fellowship/Parish Hall</b> |
| <input type="checkbox"/> <b>Sunday School Classes</b> | <input type="checkbox"/> <b>Gym/Recreation Facility</b> | <input type="checkbox"/> <b>Administrative Offices</b> |
| <input type="checkbox"/> <b>Church School</b>         | <input type="checkbox"/> <b>Day Care</b>                | <input type="checkbox"/> <b>Other</b>                  |

**Growth Projections/Attendance/Goals:**

|          | Worship*             | Sunday School        | Church School        | Day Care             |
|----------|----------------------|----------------------|----------------------|----------------------|
| Current  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 3 Years  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 5 Years  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 10 Years | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**\* Average number of people in the largest service of the week in one room**

**Master Plan Notes:** (Please describe current and future needs and special considerations)

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**Financial Considerations:**

Do you need assistance with financing the construction of your project?  Yes  No

Gross Annual Income: \$ \_\_\_\_\_ (Two years ago)      \$ \_\_\_\_\_ (Last full year)

\$ \_\_\_\_\_ (This year for first \_\_\_\_ months)

Total Equity in Properties: \$ \_\_\_\_\_      Cash on Hand: \$ \_\_\_\_\_

Do you have a capital funding program in place?  Yes  No

Capital Campaign Commitments: Year 1: \$ \_\_\_\_\_

Year 2: \$ \_\_\_\_\_

Year 3: \$ \_\_\_\_\_

