

Clear Form

CATHOLIC MUTUAL GROUP
 10843 OLD MILL RD, OMAHA NE 68154
BUILDING REPORT FORM-RESIDENTIAL

DATE _____

MEMBER # _____ LEDGER # _____ ITEM # _____

PARISH _____

ADDRESS _____ CITY, STATE, ZIP _____

ITEM NAME _____

ITEM OCCUPANCY _____

ADDRESS OF ITEM _____

YEAR BUILT _____

ESTIMATED COST OF MOVEABLE CONTENTS IN THIS ITEM \$ _____

PERSON COMPLETING FORM _____

TELEPHONE NUMBER _____

NEW CONSTRUCTION COSTS		(if item has been constructed in last 18 months, please fill out this section)	
CONTRACT COST TO CONSTRUCT	\$ _____	COMPLETION DATE	_____
if contract costs include any of the following, please indicate			
SITE PREPARATION	\$ _____		
DEMOLITION COSTS	\$ _____		
PAVING/SIDEWALK	\$ _____		
LANDSCAPING	\$ _____		
ARCHITECT/ENGINEERING FEES	\$ _____		
VOLUNTEER LABOR	\$ _____		
DONATED MATERIALS	\$ _____		

SUPERSTRUCTURE				(enter square footage calculations from building sketch on page 4)			
	SQFT	AVERAGE STORY HEIGHT	PERIMETER				
FIRST FLOOR	_____	_____	_____				
SECOND FLOOR	_____	_____	_____				
THIRD FLOOR	_____	_____	_____				
TOTAL	_____						
FINISHED BASEMENT	_____	_____	_____				
FINISHED BASEMENT OCCUPANCY	_____						
UNFINISHED BASEMENT	_____	_____	_____				
CRAWL	_____	_____	_____				
SLAB	_____	_____	_____				
OTHER	_____	_____	_____				

EXTERIOR		enter as a %					
WOOD SIDING	_____ %	T-111 SHEET SIDING	_____ %	ALUMINUM SIDING	_____ %		
VINYL SIDING	_____ %	STUCCO/FRAME	_____ %	STUCCO/BLOCK	_____ %		
BRICK/FRAME	_____ %	BRICK/BLOCK	_____ %	SOLID BRICK	_____ %		
STONE/FRAME	_____ %	STONE/BLOCK	_____ %	SOLID STONE	_____ %		
BLOCK	_____ %	HARDBOARD SIDING	_____ %	EIFS	_____ %		
OTHER	_____ %						

ROOF COVER		enter as a %					
ASPHALT/FIBERGLASS	_____ %	ARCHITECTURAL	_____ %	WOOD	_____ %		
BUILT UP-TAR/GRAVEL	_____ %	SINGLE PLY MEMBRANE	_____ %	CLAY TILE	_____ %		
STEEL	_____ %	HAIL PROOF	_____ %				
OTHER	_____ %						

E **INTERIOR PARTITION WALL** enter as a %

DRYWALL	_____ %	PLASTER	_____ %	PLYWOOD/FIBERBOARD	_____ %
BLOCK	_____ %	BRICK	_____ %	NONE	_____ %
OTHER	_____				

F **INTERIOR WALL FINISH** enter as a %

PAINT	_____ %	WALLPAPER	_____ %	SHEET PANELING	_____ %
SOLID WOOD PANEL	_____ %	MIRROR	_____ %	BRICK FACING	_____ %
OTHER	_____			NONE	_____ %

G **CEILING FINISH** enter as a %

DRYWALL	_____ %	PLASTER	_____ %		_____ %
WOOD PANELING	_____ %	PLYWOOD/FIBERBOARD	_____ %	TIN	_____ %
OTHER	_____			NONE	_____ %

H **FLOOR FINISH** enter as a %

HARDWOOD	_____ %	HARDWOOD/CARPET	_____ %	CARPET	_____ %
VINYL TILE	_____ %	CERAMIC TILE	_____ %	LAMINATE	_____ %
PLYWOOD	_____ %	MARBLE	_____ %	BRICK	_____ %
OTHER	_____			NONE	_____ %

I **HEAT/COOL SYSTEM** enter as a %

FORCED AIR-ELECTRIC	_____ %	FORCED AIR-GAS	_____ %	FORCED AIR-OIL	_____ %
HOT WATER	_____ %	RADIANT FLOOR SYSTEM	_____ %	HEAT PUMP	_____ %
FORCED CENTRAL AIR	_____ %	EVAPORATIVE COOLER	_____ %	WINDOW UNIT	_____ %
OTHER	_____			NONE	_____ %

J **INTERIOR ITEMS** enter # of

#KITCHEN (basic, average, custom)	_____
# FULL BATHS	_____
# 3/4 BATHS	_____
# 1/2 BATHS	_____
FIREPLACE	_____
GAS FIREPLACE	_____
HOT TUB	_____
JACUZZI	_____
WET BAR	_____
SPIRAL STAIRCASE	_____
FINISHED ATTIC (enter sqft.)	_____
OTHER	_____

ATTACHED ITEMS
(enter as sqft. or dimensions of attached)

ATTACHED GARAGE	_____
BUILT IN GARAGE	_____
BASEMENT GARAGE	_____
CARPORT	_____
OPEN PORCH	_____
SCREENED PORCH	_____
CLOSED PORCH	_____
OPEN BREEZEWAY	_____
SCREENED BREEZEWAY	_____
WOOD DECK	_____
SCREENED WOOD DECK	_____
OTHER	_____

K **MISCELLANEOUS ITEMS** enter as a %

INTERIOR SPRINKLER SYSTEM	_____ %
CENTRAL BURGLAR SYSTEM	_____ %
CENTRAL VACUUM SYSTEM	_____ %
FIRE ALARM SYSTEM	_____ %
SECURITY SYSTEM	_____ %
ELEVATOR	_____ %
CHAIR LIFT	_____ %
OTHER	_____ %

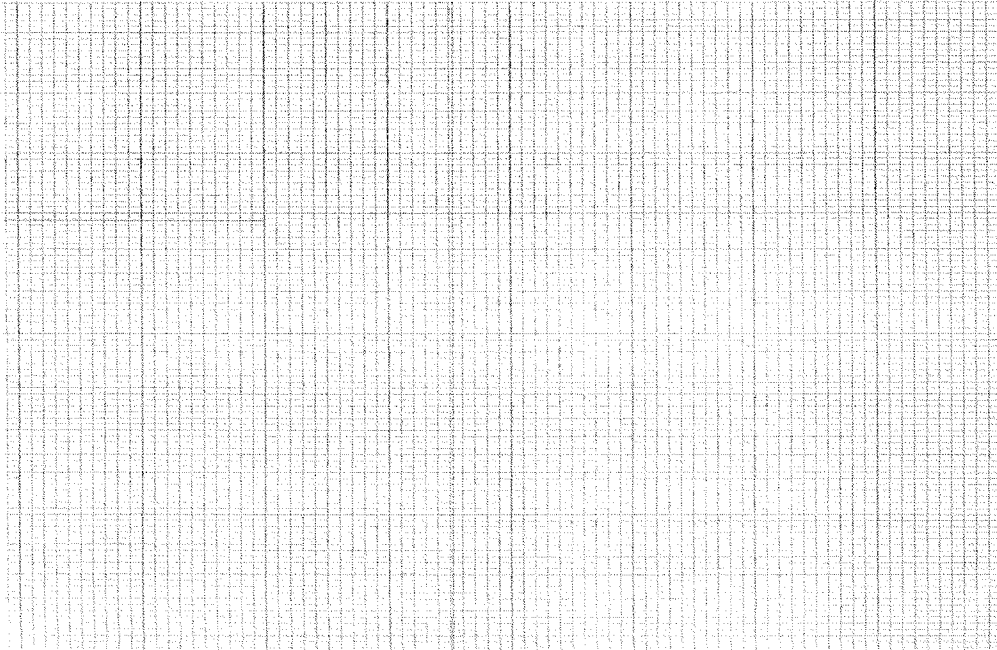
DETACHED ITEMS
(enter as sqft. or dimensions of attached)

GARAGE	_____
CARPORT	_____
SHED	_____
GAZEBO	_____
OTHER	_____

ANY ADDITIONAL DATA

BUILDING SKETCH
(indicate footprint of item with exterior measurements)

L

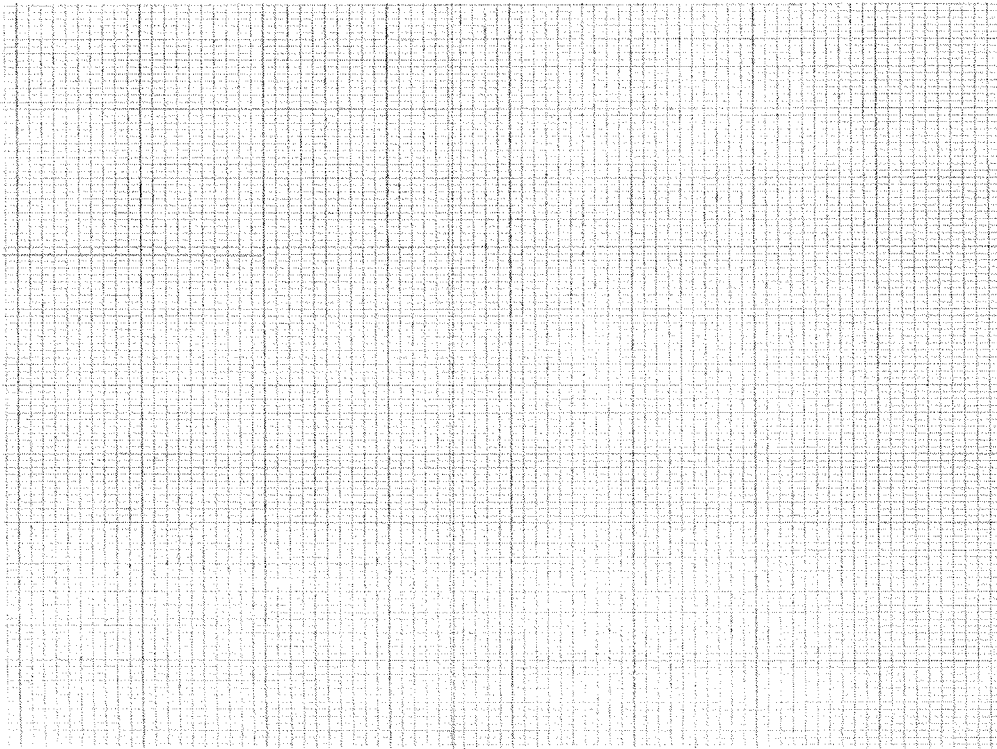


PLOT PLAN

Item # and/or building name of nearest existing structure to new item _____
Indicate distance between new item to nearest existing structure (in feet) _____

M

Sketch to indicate proximity of new item to nearest structure



Building Report Guide - Residential (12/08)

Line 1 Information in this report is part of the permanent file.
 Line 2 Mail the completed form to this name and address.
 Line 4 Date form completed.
 Line 5 Membership _____ (number)
 Ledger page _____ (number)
 Item _____ (number)
 Line 6 Name of parish or location.
 Line 7 Mailing address of parish or location.
 Line 8 Name of item as it is to appear on the ledger page.
 Line 9 Indicate use of item (church/hall/dwelling/rental).
 Line 10 **Address of item.**
 Line 11 Year item was built.
 Line 12 Value of all moveable contents in structure.

Section A **New Construction**

This section is to be completed only if the item is of new construction and less than 18 months old. Indicate contract cost to complete construction of building including all change orders. If available or known include costs for site prep/demo, paving/sidewalk, landscape, architect fees, & estimate value of volunteer labor and donated materials if any.

Section B **Super Structure**

This section should be used for all items. Indicate square footage of floors, calculated from sketch (on page 4).

If unable to calculate from sketch, indicate in first floor section to "refer to sketch". Include story height of walls & perimeter of each floor. Total square footage is floor totals added together.

Indicate amount of basement square footage finished, and describe use of finished area. Indicate amount of basement square footage unfinished or percent below main floor, if other than basement indicate type of foundation and amount of square footage.

***No miscellaneous (attached garage, enclosed porch, wood deck, etc) should be included in square footage.**

Section C **Exterior Finish**

Indicate type of /or percentage of exterior finish Must equal 100%.

Section D **Roof Cover**

Indicate type of/or percentage of roof cover Must equal 100%.

Section E **Interior Partition Wall**

Indicate type of /or percentage of interior partition wall finish cover Must equal 100%.

Section F **Interior Wall Finish**

Indicate type of/or percentage of interior finish cover Must equal 100%.

Section G **Ceiling Finish**

Indicate type of/or percentage of Ceiling finish Must equal 100%.

Section H **Floor Finish**

Indicate type of /or percentage of Floor finish Must equal 100%.

Section I **Heat/Cooling System**

Indicate type of/or percentage of Heat/Cooling systems Must equal 100%.

- Section J Interior/Attached Items**
Indicate number of interior items. Attached items should be entered with dimensions.
- Section K Miscellaneous/Detached Items**
Indicate any miscellaneous items. Detached items should be entered with dimensions.
- Section L Building Sketch**
Draw sketch of building, using exterior measurement, each floor should be indicated along with basement. Include exterior amenities (covered entry, porch, wood decks, etc) on sketch.
- Section M Plot Plan**
Draw site plan to indicate distance of items from each other. Buildings and distance do not need to be to scale, as long as accurate distance is given between structures. Items on plot plans should be identified by ledger page number and name.