



**Diocese of Toronto**  
Anglican Church of Canada

## GREEN Checklist and Attestation Renovations with Hard Construction Costs Less Than \$100,000.00

<b>Congregation</b>	
<b>Scope of Work</b>	
<b>Hard Construction Costs</b> (must be less than \$100,000)	

Checklist	Complete
The Parish has received written support from the Bishop/Suffragan Bishop.	
A motion has been adopted by the Vestry of the Parish for the renovation	
The Parish has secured written form of contract	
The Parish has the project funding on hand	
The Parish has received building permits (if required)	
The Parish has all trades & project professionals at arms-length from parish corporation	
The Parish has verified that all trades are licensed, as required	
The Parish has conducted a competitive procurement exercise and secured three (3) proposals	
The Parish has verified the insurance coverage (commercial general liability, WSIB, builder's risk etc.)	
The Parish has secured reference checks.	
The Parish has secured construction bonding by the contractor (if required)	

### ACKNOWLEDGEMENT

We, the Incumbent/Priest-in-Charge and Churchwardens of the above congregation, by affixing our signatures below, hereby attest on behalf of the Corporation that all of the above requirements, and all best commercial practices, have been, or shall be, satisfied by the Corporation prior to occupancy by the Tenant. Further, we have reviewed both *Canon 6* and the *Procedure Pursuant to Canon 6* as prescribed by the Synod Council and confirm that the congregation shall be always compliant with the requirements and obligations prescribed therein.

Role	Name (Please Print)	Signature	Date
Incumbent/ Priest-in-Charge			
Churchwarden			
Churchwarden			

\*\*A completed & fully signed copy of this checklist must be e-mailed to [canon6@toronto.anglican.ca](mailto:canon6@toronto.anglican.ca) **prior** to occupancy. \*\*