



The Roman Catholic Diocese of
BATON ROUGE
FINANCIAL AFFAIRS

Property Addition Form

For any questions or inquiries, please contact Victoria Medina (Risk Management Assistant, vmedina@diobr.org) or Eric Raby (Risk Manager, eraby@diobr.org) for more information

1. Location Name: _____
2. Street Address: _____
3. Parish: _____
4. Construction Description (Ex: Masonry, Frame): _____
5. Occupancy Description (Ex: Church, Rectory, Parish Hall): _____
6. Year Built: _____
7. Number of Stories: _____
8. Square Footage: _____
9. Roof Type: _____
10. Building Value: _____
11. Contents Value: _____
12. Business Income Value: _____