

Loan #: _____

PART I CUSTOMER INFORMATION

(TO BE COMPLETED BY SALES/OPERATIONS)

Customer Name: _____ Application #: _____

Sales Office/Broker: _____ Loan Amount: _____ LTV: _____

Sales/Operations Contact: _____ Phone: _____

Project Status: Project #: (from listing): _____

PART II PROJECT PROFILE

(TO BE COMPLETED BY HOA OR MANAGING AGENT)

Exact Project Name: _____

Street Address _____ City: _____

County: _____ State: _____ Zip Code: _____

Project Type: Condominium PUD (Planned Unit Development)

1.

Full Ownership Breakdown	
# owner-occupied units sold/closed	_____
# investor-owned/sublet units sold/closed	_____
# units owned by sponsor/developer	_____
Total Units in Project	_____

(See Question 3)

2. Units greater than 30 days delinquent in Common Charges/HOA dues # _____ / _____ %

YES NO

3. Does any individual(s) or entity own more than 10% of total units?

4. Is Project (including all common areas) complete? (per Public Offering Statement/Prospectus)

Number of units planned: _____ Number of construction phases planned: _____

Number of units completed: _____ Number of construction phases completed _____

5. Is Project a conversion? If yes, give date: _____ / _____
mo yr

6. Has control of the HOA been turned over to the Homeowners? Date: _____ / _____

7. Is the lender liable for delinquent Common Charges? If yes, how many months? _____

8. If 4 units or less, do the condo's documents (Declaration, CC&Rs, Bylaws, etc.) contain an Arbitration Agreement?

9. Is more than 20% of total project Commercial/Professional space?

10. Is project a party to any current/pending litigation? If yes, please provide details separately.

11. Is project professionally managed?

Managing Agent: _____

Phone: _____ Contact: _____

12. Insurance Agent: _____

Phone: _____ Contact: _____

13. Is land _____ owned _____ leased? If leased, expiration date is: _____ / _____

14. Are recreational facilities _____ owned _____ leased? If leased, expiration date is: _____ / _____

PART III PROJECT DOCUMENTS CHECKLIST

(Please provide the following documents)

In all cases:

- _____ Complete Condo/PUD Questionnaire – Parts II & IV
- _____ Evidence of Insurance (Property and General Liability; Fidelity Bond & Flood, only if applicable)
- _____ Attorney General's Disclosure Amendment or CPS-5 (NYS only), if applicable
- _____ Copy of Land/Ground Lease and/or Recreational Facilities Lease or Summary(ies), if applicable

Additional documents for projects less than 70% sold:

- _____ Most recent Financial Statements
- _____ Public Offering Statement or Prospectus w/Amendments (or FNMA 1028)

In lieu of Public Offering Statement, please provide the following:

- _____ CC&Rs (Declarations, Master Deed) and Bylaws (or FNMA 1028)
- _____ Architect & Engineer's Report, if converted less than 3 years (or FNMA 1028)

PART IV CONTACT AND SIGNATURE

(TO BE COMPLETED BY HOA OR MANAGING AGENT)

Date: _____ / _____

Contact Name: _____ Title: _____

Signature: _____ Phone: _____

Company Name: _____ Fax: _____