

Loan Registration Form

Please provide via email attachment the following:

1. Loan Registration Form
2. Current Rent Roll (Yours or use the attached form)
3. Last two years and YTD property operating statements (Yours or use the attached form)
4. Purchase Contract (if applicable)

Once completed, email to your Account Executive with the items requested above.

Information We Need to Evaluate Your Loan Request

Your Name

Your Company

Property Address

Property Type

Current Loan Balance

Purchase or Refi?

Current Loan Maturity Year

Loan Amount Req.

Current Loan Rate

Purchase Price

Current Lender

Estimated Value

Last 12 mos. Operating Income

Original Property Cost

Last 12 mos. Operating Exp.

Year Acquired

Desired Rate

Amort.

Name or Person or Entity

Liquidity

Net Worth

Est. Credit
Score

Borrower

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Borrower / Guarantor

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Borrower / Guarantor

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Borrower / Guarantor

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Comments



Rent Roll - Commercial
(Office, Industrial, Retail, Mixed Use)

Rent Roll as of: (required)

PLEASE COMPLETE ALL COLUMNS AND SECTIONS

PROPERTY ADDRESS						CITY				STATE	ZIP CODE
STE. #	TENANTS NAME (Put vacant for vacant space)	SQ. FEET (approx)	CURRENT MONTH RENT IN PLACE	ORIGINAL OCCUPANCY DATE	LEASE START DATE OR MTM	LEASE EXPIRATION DATE	LEASE TYPE (NNN, MOD. GROSS, GROSS)	MONTHLY CAM CHARGES	NEXT RENT INCREASE (MO / YR)	NEXT RENT INCREASE AMT (\$ / MO)	EXTENSION OPTIONS? (Y / N)
Totals											

NOTES ON TENANTS

I (we) certify under penalty of perjury that the foregoing information herein is true and accurate.

BORROWER	Date	BORROWER	Date

BORROWER	DATE
BORROWER	DATE



Property Operating Statement

Property Street Address

City

State

Zip

Annual Income	Two Years Prior	Prior Year	Current Year	Mos.
Rental Income Collected				
Total Income Collected				
Annual Expenses				
Do not include one time capital expense items				
Real Estate Taxes				
Insurance				
Utilities				
Gas				
Electricity				
Water/Sewer				
Trash				
Maintenance				
Pest Control				
Gardener				
Pool Service				
Elevator				
Cleaning Service				
Building Rep. & Maint.				
Painting & Decorating				
Supplies				
Administration				
Administrative				
Advertising				
Telephone				
Miscellaneous				
Resident Manager				
Security				
Off-Site Management				
Other				
Total Expenses				
Net Operating Income				

Comments or Explanations: