

MULTI-FAMILY BUILDING QUESTIONNAIRE

Name of Owner _____

Type of Business Entity: ___ Individual ___ Corporation ___ Partnership

Name of Complex _____

Primary Telephone () _____ Other () _____

Mailing Address _____ City _____ State ___ Zip _____

Property Address _____ City _____ State ___ Zip _____

Principal (person authorized to sign documents) _____

Percentage of transaction principal owns _____%

Past credit issues that we should be aware of _____

Bookkeeper Name/Number should we have questions on financial statements

_____ () _____

Name of management company _____

Name of on-site manager _____ Ph _____

For Purchases Purchase price \$ _____ Loan amount requested \$ _____

Any deferred maintenance? _____ Anticipated close date _____

For Refinances Loan amount requested \$ _____ Amount owed \$ _____

Monthly payment \$ _____ Interest Rate _____%

Purpose of Refinance _____

Balloon Payment Yes - No If yes, due date _____ Is there a prepayment penalty _____

Is there a 2nd mortgage Yes - No If Yes, amount _____

Original purchase date _____ Original purchase price _____

Total # of units in complex _____ Current # of Vacancies _____

Number of stories _____ Approx Sq. Ft. of Building Complex _____

| <u># of Units</u> | <u>Unit Description</u> | <u># of Baths</u> | <u>Avg Unit Size</u> | <u>Rent Amount</u> |
|-------------------|-------------------------|-------------------|----------------------|--------------------|
| _____ | Studios | _____ | _____ | \$ _____ |
| _____ | 1 Bedroom | _____ | _____ | \$ _____ |
| _____ | 2 Bedrooms | _____ | _____ | \$ _____ |
| _____ | 3 Bedrooms | _____ | _____ | \$ _____ |

Utilities Master Meter (MM) or are Units Individually Metered (UIM)? MM - UIM?

Number of Buildings _____ Number of Elevators _____ Laundry Services Yes - No

Number of Parking Spaces _____ Garages _____ Per Unit Carports _____ Per Unit

Is the Complex in a Flood Zone? Yes - No Environmental Hazards Yes - No

When was this property built _____ When was it last renovated _____

Real Estate taxes previous year _____

Are taxes fully assessed at this time Yes - No

If no, what is the expected full assessment _____

Property insurance bill for the previous year \$ _____

Are there any regulatory of deed restrictions concerning the property Yes - No

If yes, please explain _____

Current condition of property _____

Comments _____

