

CLOSING CHECKLIST

AGREEMENT OF SALE OR DEED

- a. If the property is already owned, please send a deed
- b. If the property is being purchased from a “wholesaler” we will need the “Assignment Agreement”

CONSTRUCTION/RENOVATION BUDGET: **If we are originating a bridge loan**

If we are originating a rental loan this information is not needed

PROPERTY LEASES: **We need signed leases for rental loans (purchase or refi's) only**

If you are assuming leases in this transaction that is no problem

ENTITY INFORMATION

EIN, articles of incorporation (stamped), operating Agreement (signed, all parties)

LOAN APPLICATION

is needed for each guarantor of the loan

COPY OF DRIVER LICENSE

Front/back – all guarantors (signers on the loan)

REAL ESTATE EXPERIENCE: **Please complete document attached**

If this is your first real estate transaction, please fill out the experience section of the attached document outlining your involvement in real estate to date

BANKS STATEMENTS

Latest two months banks statements

TITLE CONTACT

We handle this internally

INSURANCE AGENT CONTACT

(name, phone, email) if you don't have one currently your loan officer can recommend a few vendors.

ACH & W9

This will be requested two days prior to loan closing

NOTE WE NEED THE AGREEMENT OF SALE AND CONSTRUCTION BUDGET TO ORDER AN APPRAISAL