

# **Borrowers Checklist**

## **LLC Entity Docs:**

Copy of Articles of Corporation,

Signed Operating

Agreement,

EIN Letter,

Letter of Good Standing

# **Corporation Docs:**

Articles of Corporation,

EIN Letter,

Corporate By-Laws,

Corporate Resolution,

### **Purchases:**

Signed Purchase Contract, and/or Assignment Letter when applicable

#### **Refinances:**

Final Settlement Statement,

Payoff Statement with per-diem,

Warranty Deed if "Free and Clear"

## **Borrowers Information:**

Valid Driver's License SSN #, DOB, and Address

All Borrowers on Entity will need to do background Check,

All, Borrowers above 19% ownership will need credit check/and Background Check Schedule of Real-estate owned in the past 4 years for all entity members



# **Ground up Construction:**

- \* Septic Permit, \*
- \*Survey ( can be ordered by title company)
- \*Itemized SOW & Renovation Budget,
- \*Building Permit,
- \*Copy GC's License,
- \*GC Contract, ( Prior to final approval and funding)

Bank Statement showing 15% of the renovation budget

\*Must have before submitting loan to Processing

