



## CHECKLIST

The following checklist should be used as a guide only in obtaining, organizing and submitting specific documentation in helping to insure the speedy approval and funding of your financing request. Some items may not be applicable to your request and can be disregarded.



- Loan amount requested
- Current estimated “as-is” value
- Estimated after renovated value
- Sources and uses of all funds
- Detailed budget outline
- Exit Strategy

- Location address and general description of property
- Size and square footage of any buildings or improvements (gross and net)
- Number of rentable units
- Survey or site plan
- Floor plans
- Photos of interior, exterior of improvements and street view



- Property Taxes
- Property Insurance
- Water and sewer costs
- Electricity and fuel costs
- Repairs and maintenance (recently done or to be done)
- Operating statements for two (2) years
- Break down of units as in retail, residential, commercial
- Leases and rent rolls

- Biographies and/or experience on principals and managers
- Personal financial statements on all borrowers with a 20% or more ownership
- Credit report or at the minimum a credit score of all principals
- Any documentation addressing any condition, lien or matter which may affect financing



If a **PURCHASE**

fully executed contract of sale

If a **REFINANCE**

present financing statement with balance owed on all liens, original price paid, and date of the original sale

*The Borrower understands and agrees that this checklist is not a guarantee and that the requested financing may not be successfully completed. If acceptable financing cannot be obtained, the RJCAPITAL'S obligation shall be limited to advising the Borrower(s) that requested financing cannot be procured.*

*The Borrower(s) agree to provide and requested information and to execute and deliver the appropriate completed forms that may be customarily required to secure financing in a prudent and timely manner. Not providing requested documentation in a timely fashion may cause a declination of the request for financing.*



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