



## Construction Loan Submission Checklist

Please see the list below to complete your loan submission for review.

	1. This Checklist, Completed And Executed By Submitting Party
	2. Completed and Typed 1003 Loan Application With All Contact Information
	3. Contractor's License Information To Verify
	4. List Of Soft Costs To Date For Project
	5. Guarantor Track Record Form Completed To Demonstrate Experience With Like Projects
	6. Valid Guarantor ID
	7. Construction Budget With Completion Costs
	8. Subject Property Mortgage Statement (If Applicable)
	9. Insurance Dec Page For Subject Property With Agent Contact Information Including Email And Name)
	10. Entity Documentation (Articles Of Incorporation, Signed Operating Agreement)
	11. Pro Forma If Buy And Hold Strategy for 1-4 Unit Property And Multi-Family
	12. 60 Days Proof Of Liquidity (Bank Statement, Stock Account, 1031 Exchange Funds)
	13. Plans, Permits And Rendering For Subject Property (If Applicable)
	14. Title And Escrow Contact Information Including Name, Number And Email Address
	15. If Mid-Construction Current Photos Of The Subject Property (If Applicable)

Prepared by: \_\_\_\_\_  
 Name

Signature: \_\_\_\_\_ Date: \_\_\_\_\_