



People's Choice Mortgage

----- *Commercial Lending* -----

(800) 637-7737

www.mycommercialloanadvisor.com

Multi-Family Permanent Loan Checklist

1. **Acquisition**
 - a. Agreement of Sale or Settlement Sheet/Closing Statement
 - b. Details of seller financing, if any
 - c. Title report, copy of deed (if available)

2. **Refinance**
 - a. Details of Acquisition
 - i. Date acquired
 - ii. Acquisition price
 - b. Details of existing financing
 - i. Lender
 - ii. Amount of payoff
 - iii. Prepayment penalty
 - iv. Due Date
 - v. Interest Rate
 - vi. Amortization term of original note

3. **Project Overview**
 - a. Location Map
 - b. Site Plan/As Built Survey
 - c. Property Description
 - d. Rent Roll
 - e. Operating Expense Statements
 - i. Prior 12 months
 - ii. Current year budget
 - f. Photographs/Aerials
 - g. Floor Plans/Unit Plans for Apartments
 - h. As Built Plans
 - i. Market Study, if available
 - j. Appraisal, if available
 - k. Demographics (retail properties)
 - l. Phase I Environmental Assessment (if available)

4. **Sponsorship/Borrower**
 - a. Type of entity (i.e., LLC, Corporation, partnership, etc.)
 - b. Principals
 - c. Resumes and References
 - d. Financial Statements

For more information on PCM's multi-family commercial real estate financing options or to set up an appointment with one of our loan specialists, request information today or call 800-637-7737.