

# World Capital Source, Inc

## COMMERCIAL MORTGAGES

### Checklist

LOAN APPLICATION DOCUMENTS	New Construction/Substantial Rehab Loan Application Package	
	Pre-Application	Commitment
GENERAL		
Loan Application Form	x	
Copy of DL or State ID	x	
Acknowledgement Statement/Authorization	x	x
BORROWER(s) INFORMATION		
Resumes	x	
Organizational documents	x	x
Personal Financial Statement		x
SITE INFORMATION		
Purchase Contract or Deed	x	
Ground Lease, if applicable	x	
Photographs	x	
Environmental Checklist	x	
Evidence of Permissive Zoning	x	
Utility Service Letters	x	
Surveyor's Report		x
Title Insurance Binder		x
THIRD PARTY REPORTS		
Market Analysis	x	
Phase I Environm't'l Assessment	x	

<b>Appraisal Report</b>		x
<b>Pest Infestation Report</b>		
<b>Site Inspection Report</b>		x*
<b>CONSTRUCTION DOCUMENTS</b>		
<b>Sketch Plans, Site, Unit, Elevation</b>	x	
<b>Substantial Rehabilitation Activity</b>	x*	
<b>Development Pro Forma</b>	x	
<b>Architects Agreement</b>		x
<b>Contract "Working" Drawings</b>		x
<b>Book Specifications</b>		x
<b>Detailed Const. Cost Estimate</b>		x
<b>Permits &amp; Approvals</b>		x
<b>General Contract</b>		x
<b>Construction Bond</b>		x
<b>Off-Site Improvements, Completion</b>		x
<b>Construction Draw Schedule</b>		x
<b>PROPERTY MGMT &amp; OPERATION</b>		
<b>Management Agreement</b>		x
<b>Pro Forma Operating Statement</b>	x	
<b>Rent Rolls</b>		x*
<b>Tenant Profile</b>		x*
<b>Lease Agreement Form</b>		x
<b>Real Estate Tax Bills or Estimates</b>		x
<b>Proof of Insurance &amp; Ins. Bill</b>		x

\*if subject property is rehab