LOAN REGISTRATION FORM

Please complete, save and then return to your Loan Officer. If you don't have one, please send to info@mortgage1.com and you will be assigned one.

COMMERCIAL REAL ESTATE *(Indicate):*

__ **Current Rent Roll** – *(Use the attached form)*
__ **Property Operating Statements** – Last two years and YTD *(Yours or use the attached form)*
__ **Owner Occupied Properties** – Last two years tax returns and YTD P&L for operating business
__ **Purchase Contract** – *(If the loan is for the purchase of property)*
__ **Overview Of Business Plan**

INVESTMENT 1-4 UNIT RENTAL PROPERTY *(Indicate):*

__ **Current Lease** – *(If occupied)*
__ **Property Operating Statements** – Last two years and YTD *(Use the attached form)*
__ **Purchase Contract** – *(If the loan is for the purchase of property)*
__ **FNMA 1003 Form**

BROKER INFORMATION

Name _____
Company _____
Phone _____
Email _____

BORROWER INFORMATION

If entity or company own the Property, list here.		Personal Residence City/State	Own?	Liquidity	Net Worth	Credit Score
			__			
List owners of either entity/company or Property	**Ownership %**	**Personal Residence City/State**		**Liquidity**	**Net Worth**	**Credit Score**
			__			
			__			
			__			

Yes **Have any Borrowers or Guarantors:**

__ Had a property foreclosed in last 3 years?
__ Filed for bankruptcy in last 5 years?
__ Failed to file Federal tax returns for last 3 years?

Yes

__ Are any Borrowers or Guarantors foreign nationals?
__ Any Borrower or Guarantor missed mortgage payments in last 12 months?
__ Are there back real estate taxes owed on subject property?

IF "YES" TO ANY QUESTION ABOVE, PLEASE EXPLAIN. ANY UNIQUE ASPECTS OF THE DEAL?

SUBJECT PROPERTY INFORMATION

Address _____
City _____ State _____ Zip _____
Building SF _____ # of Units _____ Occupancy _____ %
Does the owner occupy any portion of the property? __ No __ Yes _____ O/O SF

Property Type

__ 1-4 Unit Residential Rental
__ Multifamily __ Retail __ Mixed-Use
__ Industrial __ Office __ Self-Storage
__ Mobile Home Park __ Other _____

Does the property have:

__ Underground or above ground storage tanks __ Automotive repair uses __ Ongoing environmental remediation
__ Hazardous material handling / licensing __ On-site dry cleaner plant __ A prior Phase 1 report available

LOAN INFORMATION

Type in Loan Amount, Desired Rate, Gross Income and Expense to generate payment and DCR

Loan Amount Requested _____
Desired Rate _____ Amort. ____(mos.) YSP% _____
Current Estimated Value _____
Monthly Pmt _____ Annual Pmt 0
Annual Gross Income _____
Annual Operating Expense _____
Net Operating Income

LTV 0.0% **DSCR** 0.000 CAP Rate 0.00%

__ **Purchase**

Current Sales Price _____
Target Closing Date _____
1031 Exchange __ Yes

__ **Refinance – Rate and Term** or __ **Refinance – Cash Out**

Current Loan Balance _____ Current Rate _____
Loan Maturity Date _____ Pre-Pay? __ Yes __ No
Current Lender _____
Acquisition Price _____ Mo/Yr Acquired _____

For Cash Out, please state what the funds will be used for:

Estimated cash-out available _____
_____ _____
_____ _____
_____ _____
Estimated cash-out before closing costs and impounds _____

COMMENTS - PERTINENT INFORMATION ABOUT THE DEAL

RENT ROLL COMMERCIAL

For office, industrial, retail, mixed use

ALL COLUMNS AND SECTIONS MUST BE COMPLETED.

Rent Roll as of *(required)*: _____

PROPERTY ADDRESS	CITY	STATE	ZIP CODE

STE #	TENANT'S NAME (PUT VACANT FOR VACANT SPACE)	SQ. FT. (APPROX)	CURRENT MONTH RENT IN PLACE	ORIGINAL OCCUPANCY DATE	CURRENT LEASE START DATE OR MTM	CURRENT LEASE EXPIRATION DATE	LEASE TYPE (NNN, MOD. GROSS, GROSS)	MONTHLY CAM CHARGES	NET RENT INCREASE (MO / YR)	NET RENT INCREASE AMT ($ / MO)	EXTENSION OPTIONS? (Y / N)
TOTALS											

NOTES ON TENANTS

SIGNATURE

I (we) certify under penalty of perjury that the foregoing information herein is true and accurate.

_____ _____

Borrower Date

_____ _____

Borrower Date

RENT ROLL MULTIFAMILY

For mixed use, please use Commercial Rent Roll

ALL COLUMNS AND SECTIONS MUST BE COMPLETED.

Rent Roll as of *(required)*: _____

PROPERTY ADDRESS	CITY	STATE	ZIP CODE

TOTAL # OF UNITS	# OF VACANT UNITS	# OF FURNISHED UNITS	# OF UNFURNISHED UNITS	# OF SECTION 8 UNITS

APT #	TENANT'S NAME	BDR/ BATH	SQ. FT. (APPROX)	CURRENT RENT PER MO	ORIGINAL OCCUPANCY DATE	CURRENT LEASE EXPIRATION OR MTM	DATE OF LAST RENT INCREASE	FURNISHED UNIT (Y/N)	SECTION 8 (Y/N)	RENT CONCESSIONS (Y/N)
		/								
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* USE ADDITIONAL FORMS IF NECESSARY

MONTHLY RENT SCHEDULE	
MONTHLY LAUNDRY INCOME (Must show on Income/Expenses)	
MONTHLY GARAGE INCOME	
OTHER INCOME (specify below)	
TOTAL FROM OTHER PAGES	
TOTAL GROSS MONTHLY INCOME	

What utilities are included in rent?

☐ Electricity ☐ Cable TV ☐ Gas

☐ Garbage ☐ Water ☐ Heat

Is the property subject to rent control?

☐ Yes ☐ No

If yes, what is the current allowable increase per year?

$ _____

What has been your average monthly occupancy rate over the preceding 12 months?

_____ %

SIGNATURE

I (we) certify under penalty of perjury that the foregoing information herein is true and accurate.

_____ _____ _____ _____

Borrower Date Borrower Date

PROPERTY OPERATING STATEMENT

PROPERTY ADDRESS	CITY	STATE	ZIP CODE

ANNUAL INCOME	2ND YEAR PRIOR	PRIOR YEAR	CURRENT YEAR ☐ MOS.
Rental Income Collected			
Total Income Collected			

ANNUAL EXPENSES	2ND YEAR PRIOR	PRIOR YEAR	CURRENT YEAR ☐ MOS.
Do not include one time capital expense items			
Real Estate Taxes			
Insurance			
UTILITIES			
Gas			
Electricity			
Water/Sewer			
Trash			
MAINTENANCE			
Pest Control			
Gardener			
Pool Service			
Elevator			
Cleaning Service			
Building Rep. & Maint.			
Painting & Decorating			
Supplies			
ADMINISTRATION			
Administrative			
Advertising			
Telephone			
MISCELLANEOUS			
Resident Manager			
Security			
Off-Site Management			
Other			
TOTAL EXPENSES			
NET OPERATING INCOME			

COMMENTS OR EXPLANATIONS

Reset Form