



Document Checklist Bridge / Equity / Hard Money

Instructions:

1. Complete as many fields as possible
2. Fax this page to: (971) 252-4128 -or-
3. Email to chris.moore@accesscapnw.com

Documentation readiness is an important factor in ensuring a commercial loan's timeliness. The most frequent mistake made is submitting files which are incomplete and do not contain the documents which are needed. It slows down the process and makes it next to impossible to properly assess a loan request. By providing a full and complete submission packet, you can be assured that your requests will be more promptly addressed and a more accurate assessment made. Below are lists of documents requested which will assist you in submitting a full file.

Bridge / Equity / Hard Money Checklist

<input type="checkbox"/>	Completed Executive Summary including, experience, cost analysis, profit projections, & exit strategy
<input type="checkbox"/>	Completed 1003 Application
<input type="checkbox"/>	Purchase Contract (if purchase)
<input type="checkbox"/>	Appraisal (if completed) or 3 Comparables from Appraiser
<input type="checkbox"/>	8 electronic color photos of property
<input type="checkbox"/>	Evidence of Insurance
<input type="checkbox"/>	Preliminary Title Report
<input type="checkbox"/>	Borrowers 2004-2006 Tax Returns (Business & Personal-All Schedules)
<input type="checkbox"/>	Borrowers' Tri Merge Credit Reports
<input type="checkbox"/>	Borrowers Letter of Explanation concerning all derogatory credit, the reason they are in the situation today and what has changed.
<input type="checkbox"/>	Borrowers' Tri Merge Credit Reports
<input type="checkbox"/>	Borrower's (Guarantor's) 2004-2006 Tax Returns (Business & Personal-All Schedules)