



Documents Needed to Close		
Date Due	Date Recv'd	Borrower Documents
		Credit Application Completed and Signed (see attached)
		Background Application Completed and Signed
		Credit and Background Report
		Operating Agreement for LLC(s)
		Articles of Incorporation for Corporations
		Personal Financial Statement with Signatures (from all Guarantors)
		Loan intake questionnaire
		Profit and Loss Statement
		Balance Sheet and Schedule of Real Estate
		Company Tax Returns (most recent 2 years)
		Schedule of Cash Flow
		Personal Tax Returns (most recent 2 years)
		Sponsor Resume/Project List
		GC License/Status Verification
		Performance/Completion Guarantee (if needed)
		Additional Limited Guarantees (if applicable)
		Collateral Documents
		Appraisal
		Preliminary Title and Escrow Opened
		Purchase and Sale Agreement (if applicable)
		Certificate of Proof of Insurance
		Construction Loan Documents
		Itemized Budget (in MS Excel format)
		Entitlements
		Building Plans (electronic formats)
		Building Specs & Architectural Renderings
		Name of Licensed Contractor
		Builder Resume/List of Recent Projects
		Marketing Plans
		Permits
		Purchase and Sale Agreement (PSA)
		Soils/Geotech Report
		Receipts for Paid Invoices
		List of Subcontractors
		Phase I - Environmental Report (commercial)
		Phase II - Environmental Report (commercial)
		P-Plat Approval (land)
		Engineering (land)
		City Approvals (land)
		Clearing + Grading Permit (land)
		Third Party Agreements
		Subordinate (Seller carry) Agreements
		Mezzanine Debt
		PACE Funding
		Equity Agreements