### **Client Executive Summary**

Please complete this form with as much detail as possible, while keeping information concise and to the point. Supporting information can follow after review of summary. (Please provide pictures.)

| 1. Borrower(s) Information: (If there is more than one Borrower, | please attach a separate sheet |
|--|--------------------------------|
| with this information for each additional borrower.)             |                                |

| Check One: 🛛 Individual       | □ Corporation  |      | Partnership      | Other: |  |  |
|-------------------------------|--|------|------------------|--------|--|--|
| Name of Business:             |  |      |                  |        |  |  |
| Borrower Name(s):             |  |      | e:               |        |  |  |
| Address:                      |  |      |                  |        |  |  |
| State:                        |  |      |                  |        |  |  |
| Office Phone:                 |  |      |                  |        |  |  |
| Cell:                         |  | Oth  | Other:           |        |  |  |
| Email:                        |  | Web  | o Page:          |        |  |  |
| Personal Credit Scores:       |  |      | Liquidity/Cash:  |        |  |  |
| Net Worth (Excluding This     |  | Ave  | rage Monthly Inc | come   |  |  |
| Project):                     |  | (Las | st 3 Years):     |        |  |  |
| Borrower's Prior Experience w | Borrower's Prior Experience with This Type of Project: |      |                  |        |  |  |

### 2. Critical Dates:

Are there any critical dates which must be met for this project, e.g. 1031 exchange, contract expiration dates, bank note due dates? If yes, please explain and provide dates:

#### 3. Loan Information:

| Loan Type:         | LTV:                                   |
|--------------------|--|
| Property Type:     | LTC:                                   |
| Loan Amount:       | Appraised Value:                       |
| Rate:              | Total Project Costs:                   |
| Term/Amortization: | Cap Rate Used:                         |
| Monthly Payment:   | Orig. Points to Broker:                |
| DSCR:              | Fees (e.g. Appraisal, EPA, Site Visit, |
| NOI:               | Title Work, Etc.) \$                   |

| Client Executive Summary                       |  |  |  |
|--|--|--|--|
| 4. Source and Use of Funds (We are looking for | 4. Source and Use of Funds (We are looking for dollar amounts not descriptions): |  |  |
| Sources  | Uses   |  |  |
| Prepaid Costs:                                 | Purchase/Acquisition/Refinance:  |  |  |
| (Cash Deposits Down Payment):                  | Development/Reposition:  |  |  |
| Deferred Costs:                                | Construction/Rehabilitation:   |  |  |
| Subordinated Costs:                            | Finance Costs:   |  |  |
| Finance Costs:                                 | Cash Out For This Property:  |  |  |
| Loan Amount:                                   | Cash Out Other:  |  |  |
| Total Funding Sources:                         |  |  |  |
|  |  |  |  |

**5. Exit Strategy** (If not a self-amortizing loan, how will the balloon be paid at the end of the term):

### 6. Property Information:

Type of Real Estate and Description:

| Number of Units:                | Acreage:                  |
|---------------------------------|---------------------------|
| Gross Square Footage:           | Net Rentable Area:        |
| Age of Structure:               | Condition/Project Status: |
| Location: Street:               | City:                     |
| County:                         | State:                    |
| Borrower's Date of Purchase:    | Purchase Price:           |
| Borrower's Cash Investment in   | Borrower's Current Equity |
| This Property to Date:          | in This Property:         |
| Borrower's Source of Equity:    |                           |
| Borrower's Current Debt against | Liens Or Back Taxes Owed  |
| This Property:                  | On This Property:         |

| 7. Purchase Only or Development Transactions:        |   |  |
|--|---|--|
| Sales Price (Real Estate Only)                       | Earnest Money                           |  |
| or Projected Cost:                                   | Deposit \$                              |  |
| Misc. Prepaid Expenses                               | Borrower's Cash Down Payment: <u>\$</u> |  |
| Seller-Held Second Lien Or Secondary Financing, If A | pplicable: \$                           |  |

| Client Executive Summary         |   |  |  |
|----------------------------------|---|--|--|
| 8. Additional Collateral:        |   |  |  |
| A. Property Type and Description | <b>B. Property Type and Description</b> |  |  |

| City:                   | City:                   |  |  |
|-------------------------|-------------------------|--|--|
| County:State:           | County: State:          |  |  |
| Current Value: \$       | Current Value: \$       |  |  |
| First Lien Balance: \$  | First Lien Balance: \$  |  |  |
| Second Lien Balance: \$ | Second Lien Balance: \$ |  |  |

**9. Prior Turn Down** (*If applicable, please explain why financing could not be obtained.*)

#### **10. Joint Venture Option:**

If applicable, would you consider giving up a percentage of equity in this project to a joint venture, if is necessary to gain approval?

□ YES If yes, percent willing to relinquish\_\_\_\_\_%

 $\square$  NO

**11. Borrower(s) Information:** (If there is more than one Borrower, please attach a separate sheet with this information for each additional borrower.)

| Check One:     | Individual      | □ Corporation       | □ LLC   | Partnership      | □ Other: |
|----------------|-----------------|---------------------|---------|------------------|----------|
| Name of Busir  | iess:           |                     |         |                  |          |
|                |                 |                     |         |                  |          |
| Address:       |                 |                     |         |                  |          |
| State:         |                 |                     |         |                  |          |
|                |                 |                     |         |                  |          |
| Cell:          |                 |                     |         |                  |          |
| Email:         |                 |                     | Web     | o Page:          |          |
| Personal Credi | it Scores:      |                     | Liqu    | uidity/Cash:     |          |
| Net Worth (Ex  | cluding This    |                     | Ave     | rage Monthly Inc | come     |
| Project):      |                 |                     | (Las    | st 3 Years):     |          |
| Borrower's Pri | or Experience w | ith This Type of Pr | roject: |                  |          |
|                |                 |                     |         |                  |          |

### **Client Executive Summary**

### **12. Historical Income For Subject Property:**

(Please compute income and expenses. Deduct any debt service and depreciation from expenses. Include any reserves for vacancy or management fees.)

| INCOME (ANNUAL)              | YEAR | YEAR | YEAR | YTD THRU |
|------------------------------|------|------|------|----------|
| Gross Potential Income:      |      |      |      |          |
| Less 10% Reserve For         |      |      |      |          |
| Vacancy and Collection Loss: |      |      |      |          |
| Effective Gross Income:      |      |      |      |          |
| Expenses (Annual):           |      |      |      |          |
| Real Estate Taxes:           |      |      |      |          |
| Insurance:                   |      |      |      |          |
| Management:                  |      |      |      |          |
| Reserves for Replacement:    |      |      |      |          |
| Utilities:                   |      |      |      |          |
| Other Operating Expenses:    |      |      |      |          |
| Total Expenses:              |      |      |      |          |
| Net Operating Income:        |      |      |      |          |
| Avg. Yearly Occupancy:       |      |      |      |          |

#### 13. Valuations of This Property: (Mai)

Bulk Sale \_\_\_\_\_

"As Is" Value: \_\_\_\_\_ Market (Retail) Current Occupancy Percentage:\_\_\_\_\_ Owner Occupancy Percentage: \_\_\_\_\_

**14.** Availability of Third Party Documentation: (*Please check each available document*)

| -                        |                      |
|--------------------------|----------------------|
| Appraisal                | Mai? Date Completed: |
| □ Title Opinion          | Title Commitment     |
| □ Title Policy Date Com  | pleted:              |
| Environmental Reports:   |                      |
| 🗆 EPA Phase I, Date:     |                      |
| 🗆 EPA Phase II, Date:    |                      |
| □ EPA Phase III, Date: _ |                      |
|                          |                      |

Other Third Party Reports: 
Geo Tech 
Soils 
Feasibility

Financial Statements And Taxes (Previous three years prepared by third party and YTD internal) Check all that are available:

| Subject Property | Principals | Corporation, LLC or Partnersh | ip |
|------------------|------------|-------------------------------|----|
|------------------|------------|-------------------------------|----|

**Client Executive Summary** 

**15. Anticipated Budget On Subject Property:** (*If new venture, current availability of pro-forma statements.*)

Check One: 
Ves 
No If no, date pro-forma will be available: \_\_\_\_\_

| PROJECTED INCOME STATEMENT:  | YEAR | YEAR | YEAR |
|------------------------------|------|------|------|
| Income (Annual)              |      |      |      |
| Gross Potential Income:      |      |      |      |
| Less 10% Reserve For         |      |      |      |
| Vacancy and Collection Loss: |      |      |      |
| Effective Gross Income:      |      |      |      |
| Expenses (Annual):           |      |      |      |
| Real Estate Taxes:           |      |      |      |
| Insurance:                   |      |      |      |
| Management:                  |      |      |      |
| Reserves for Replacement:    |      |      |      |
| Utilities:                   |      |      |      |
| Other Operating Expenses:    |      |      |      |
| Total Expenses:              |      |      |      |
| Net Operating Income:        |      |      |      |
| Avg. Yearly Occupancy:       |      |      |      |

**16. Additional Comments or Special Circumstances:**