

## **Document Check List**

### **Documents Needed for Pre-Approval:**

1. Loan Profile
2. Personal Net Worth Statement
3. 1-3 Page Detailed Executive Summary

### **Documents Needed for Loan Approval:**

1. Loan Profile
2. Personal Finance Statement
3. Resume (all borrowers)
4. Copy of Purchase Contract and Lease Contract if available  
(Please provide current mortgage information on all refinance request)
5. Copy of Current Roll
6. Management Information on Company managing facility
7. Copy of last 2 years Tax Returns (both personal & corporate)
8. Appraisal information
9. Photo's & Comps for Properties
10. Budget for construction & Source & Use of Funds
11. Year property was acquired
12. Cost schedule of renovation from then to present
13. Current lender information
14. Environmental Report/Phase I Report