

# Business Real Estate Financing Application

## Purchase, Refinance and Equity Loans/Lines of Credit

Brokerage Company: \_\_\_\_\_ Broker ID: \_\_\_\_\_ Broker/Contact: \_\_\_\_\_  
 Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Relationship Manager/MDC: \_\_\_\_\_

### 1. REQUESTED FINANCING

Purpose <input type="checkbox"/> Purchase <input type="checkbox"/> Refinance <input type="checkbox"/> Equity	Amount of credit requested \$ _____	Type of product requested <input type="checkbox"/> Loan <input type="checkbox"/> Line of Credit (Equity only)	For loan, requested rate type <input type="checkbox"/> Fixed <input type="checkbox"/> Adjustable
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### 2. APPLICANT(S) / PERSONAL GUARANTOR(S) (ALL MUST COMPLETE THIS SECTION)

APPLICANT #1			APPLICANT #2		
Individual Name		Date of Birth (mm/dd/yy)	Individual Name		Date of Birth (mm/dd/yy)
Residence Street Address (not a PO Box)			Residence Street Address (not a PO Box)		
City	State	Zip	City	State	Zip
Business Phone ( )	Home Phone ( )	Cell Phone ( )	Business Phone ( )	Home Phone ( )	Cell Phone ( )
Email		Fax ( )	Email		Fax ( )
Social Security Number		Country of Citizenship, if not U.S.	Social Security Number		Country of Citizenship, if not U.S.
Best Method to Reach You: <input type="checkbox"/> Bus. # <input type="checkbox"/> Home # <input type="checkbox"/> Cell # <input type="checkbox"/> Fax # <input type="checkbox"/> Email			Best Method to Reach You: <input type="checkbox"/> Bus. # <input type="checkbox"/> Home # <input type="checkbox"/> Cell # <input type="checkbox"/> Fax # <input type="checkbox"/> Email		

### 3. BUSINESS / INVESTMENT ENTITY

#### 3A. INVESTORS ONLY

Number of Years Experience as Real Estate Investor (mm/yy) \_\_\_\_\_  
 % Ownership of Collateral Property: Applicant #1 \_\_\_\_\_% Applicant #2 \_\_\_\_\_%  
 Have you formed a business entity for your real estate investment(s)?  
 Yes (Complete Section 3B (Business Entities))  No (Skip to Section 4 (Collateral Property))

#### 3B. BUSINESS ENTITIES

Business Name or Investment Entity Name (or DBA) \_\_\_\_\_ Legal Name of Business or Investment Entity \_\_\_\_\_  
 Street Address (not a PO Box) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Mailing Address (if different) \_\_\_\_\_

Business Taxpayer ID Number \_\_\_\_\_ Date Business First Established (mm/yy) \_\_\_\_\_ Country in which business is headquartered, if not U.S. \_\_\_\_\_  
 % Ownership of Business: Applicant #1 \_\_\_\_\_% Applicant #2 \_\_\_\_\_%  
 For Business Owners only: Annual Gross Business Sales or Revenue \$ \_\_\_\_\_ Types of Products/Services \_\_\_\_\_  
 Entity Type:  Individual Owner  Sole Proprietor  Partnership  LLC  Corporation  S Corp (Non-Profit not eligible)  
 Nature of Business:  Service  Manufacturing  Retail  Real Estate/Investment Property  Wholesale  Other \_\_\_\_\_

Check here if your business provides foreign currency exchange, money transfer, or cash back on checks; or if your business sells, issues, or exchanges travelers checks, money orders, or stored value gift cards totaling more than \$1,000 for any person per day.

### 4. COLLATERAL PROPERTY INFORMATION

Street Address (to be used as Loan Collateral; include suite and/or unit number) \_\_\_\_\_ Assessor's Parcel Number(s) (APN) if known \_\_\_\_\_  
 City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Property Type (Check all that apply):  Office  Industrial  Retail  Warehouse  
 1-4 Residential (Complete HMDA form on reverse)  5+ Unit Apartment Building (Complete HMDA form on reverse)  
 Mixed Use - Residential & Commercial (Complete HMDA form on reverse)  Other/Special Purpose - Describe \_\_\_\_\_  
 For Mixed Use, Primary Use is:  Commercial  Residential How many residential units? \_\_\_\_\_  
 Building Size sq ft \_\_\_\_\_ Number of Units \_\_\_\_\_ Presently Occupied sq ft \_\_\_\_\_ # units \_\_\_\_\_ Percent Currently Owner Occupied % \_\_\_\_\_ Is the property under construction or has it undergone construction within last 6 months?  Yes, completion date \_\_\_\_\_  No  
 For Purchase Only: **Current Year:** Number of Lessors/Tenants: \_\_\_\_\_ Percent Owner Occupied: \_\_\_\_\_% Occupancy Rate (based on total square footage): \_\_\_\_\_%  
**Anticipated After Purchase:** Number of Lessors/Tenants: \_\_\_\_\_ Percent Owner Occupied: \_\_\_\_\_% Occupancy Rate (based on total square footage): \_\_\_\_\_%

### 5. RENTAL PROPERTY INCOME

#### 5A. COLLATERAL PROPERTY

If **ANY** portion of the collateral property is **rented**, complete all the questions below. Information is for collateral property only.

	FOR PURCHASE ONLY		FOR REFI/ EQUITY ONLY
	Current	Anticipated After Purchase	
1. <b>Annual</b> Gross Rental Income:	+ \$ _____ / yr	+ \$ _____ / yr	+ \$ _____ / yr
2. Other <b>Annual</b> Property Income (Income from billboard, parking, vending machine, etc.):	+ \$ _____ / yr	+ \$ _____ / yr	+ \$ _____ / yr
3. <b>Annual</b> Operating Expenses (Do not include depreciation or interest expense):	- \$ _____ / yr	- \$ _____ / yr	- \$ _____ / yr
4. <b>Total Annual Net Operating Income for Collateral Property:</b>	= \$ _____ / yr	= \$ _____ / yr	= \$ _____ / yr

#### 5B. ALL OTHER REAL ESTATE PROPERTY (COMPLETE THE QUESTIONS BELOW FOR PURCHASE / REFINANCE / EQUITY REQUESTS)

1. **Annual** Gross Rental Income: + \$ \_\_\_\_\_ / yr  
 2. Other **Annual** Property Income (Income from billboard, parking, vending machine, etc.): + \$ \_\_\_\_\_ / yr  
 3. **Annual** Operating Expenses (Do not include depreciation or interest expense): - \$ \_\_\_\_\_ / yr  
 4. **Total Annual Net Operating Income for All Other Real Estate Property:** = \$ \_\_\_\_\_ / yr

### 6. INCOME / ASSET INFORMATION (INCLUDE COMBINED INCOME FOR ALL APPLICANTS, FROM ALL INCOME SOURCES)

Alimony, child support, or separate maintenance income need not be revealed if you do not wish to have it considered.

TYPE OF INCOME	DESCRIPTION	ANNUAL INCOME
<b>PERSONAL</b>	Total household income for all applicants, such as wages, tips, dividends, retirement, social security, etc. (excluding business income and any investment property income):	+ \$ _____
<b>BUSINESS</b> (For All Businesses Owned by Applicants)	<b>Annual</b> Profit/Loss Before Taxes (excluding real estate income):	+ \$ _____
	+ <b>Annual</b> Depreciation:	+ \$ _____
	+ <b>Annual</b> Interest Expense:	+ \$ _____
<b>TOTAL ANNUAL NET OPERATING INCOME FROM COLLATERAL PROPERTY</b>	Use Amount from Section 5A (Collateral Property), Line 4 Above:	+ \$ _____
<b>TOTAL ANNUAL NET OPERATING INCOME FROM OTHER REAL ESTATE PROPERTY</b>	Use Amount from Section 5B (All Other Real Estate Property), Line 4 Above:	+ \$ _____
<b>OTHER INCOME</b>	Describe:	+ \$ _____
<b>TOTAL (Annual Income from All Sources)</b>		<b>= \$ _____</b>

**ASSETS:** **TOTAL** Balance in Checking, Savings, and Investment Accounts (include business and personal accounts with all financial institutions): \$ \_\_\_\_\_

**7. SIMPLIFIED RENT ROLL FOR COLLATERAL PROPERTY (NOTE: IF YOU REQUIRE MORE SPACE, ATTACH ADDITIONAL SHEET WITH SIGNATURE)**

For Purchase only: Use current year information and do not include anticipated information.

Tenant Name	Square Feet Rented	Monthly Rent	Types of Expenses Paid by Tenant	Lease Expiration (mm/yy)
Tenant 1	+ sq ft	+ \$ / month		
Tenant 2	+ sq ft	+ \$ / month		
Tenant 3	+ sq ft	+ \$ / month		
Tenant 4	+ sq ft	+ \$ / month		
<b>TOTAL</b>	= sq ft	= \$ / month		

**8. REFINANCE / EQUITY INFORMATION FOR COLLATERAL PROPERTY (COMPLETE SECTION FOR REFINANCE / EQUITY REQUESTS ONLY)**

Do you own the property?  Yes  No  
 Date Property Purchased (mm/yy) \_\_\_\_\_ Purchase Price \$ \_\_\_\_\_  
 Is the property currently for sale?  Yes  No  
 How is title of property held?  
 Self  Trust  Operating Business  Real Estate Holding Company  
 Estimated current market value of property (Building and land only. Do not include business assets) \$ \_\_\_\_\_  
 Purpose of the funds?  Refinance Existing Debt  Property Improvement  
 Working Capital  Debt Consolidation  Business Expansion

Is the property owned free and clear?  Yes  No (Complete Below)

**First Mortgage or Other Lien:**  
 Lender \_\_\_\_\_ Interest Rate \_\_\_\_\_%  Fixed  Adjustable  
 Original Loan Amount \$ \_\_\_\_\_ Loan Balance \$ \_\_\_\_\_  
 Monthly Payment (P&I only) \$ \_\_\_\_\_  
 Are you refinancing this mortgage?  Yes  No  
 Private party mortgage?  Yes  No

**Second Mortgage or Other Lien:**  
 Lender \_\_\_\_\_ Interest Rate \_\_\_\_\_%  Fixed  Adjustable  
 Original Loan Amount \$ \_\_\_\_\_ Loan Balance \$ \_\_\_\_\_  
 Monthly Payment (P&I only) \$ \_\_\_\_\_  
 Are you refinancing this mortgage?  Yes  No  
 Private party mortgage?  Yes  No

**9. PURCHASE INFORMATION (COMPLETE SECTION FOR PURCHASE REQUEST ONLY)**

Is there an executed purchase contract in place?  Yes  No  
 A copy of the executed purchase contract must be submitted to receive a credit decision.  
 Purchase Price \$ \_\_\_\_\_ Down Payment \$ \_\_\_\_\_ Will there be seller financing?  
 Yes, \$ \_\_\_\_\_  No

If this purchase is replacing your current business property, provide current monthly rent/lease payments: \$ \_\_\_\_\_  
 Have you contracted with a title company?  Yes  No Name under which property will be titled / vested \_\_\_\_\_  
 Desired Closing Date (mm/dd/yy) \_\_\_\_\_ Desired Move-in Date (mm/dd/yy) \_\_\_\_\_ Will the type of business(s) operated on premise(s) change after purchase?  
 Yes, type of business(s) \_\_\_\_\_  No

Purpose of the funds?  Buying property you currently lease  Moving business to new location  Buying investment property  
 Buying property and business  Adding new business location  Other \_\_\_\_\_

**10. SIGNATURE**

For the purpose of this Application, the Applicant is considered to be: the individuals identified under "Applicants / Personal Guarantors" section that are borrowing directly as business owners or real estate investors, or, if applicable, the business identified under "Business / Investment Entity" section. I am signing in my capacity as an individual and, if applicable, as an owner of the business applying for credit.

1) **X SIGN HERE** / / / 2) **X SIGN HERE** / / /  
 Signature of Applicant #1 Date (mm/dd/yy) Signature of Applicant #2 Date (mm/dd/yy)

I agree to the Terms and Conditions of this offer as described below. If any part of the application is not completed fully, your credit decision may be delayed until that information is obtained. Thank you for completing this application. A credit approval will be communicated within three business days.

**Complete this Home Mortgage Disclosure Act (HMDA) section ONLY if requesting a loan (not a line) and the loan is secured with either an apartment building or a residential dwelling.**

**Application Taken:**  
 Face-to-Face  Mail  
 Telephone  Internet

Purpose:  Dwelling Purchase – secured by and made for the purpose of purchasing a dwelling  
 Dwelling Improvements – proceeds will be used to improve or construct a dwelling on property secured by this loan  
 Refinance of an existing lien on a dwelling  
 None of the above (if this box is checked there is no need to complete the rest of this HMDA disclosure)

Property Type:  1-4 Unit Dwelling (other than manufactured housing) - Includes individual condominium or cooperative units  
 Manufactured Home  Multi-Family Residence (5+ Units)

Occupancy:  Owner Occupied as principal dwelling  Non-Owner Occupied as principal dwelling (second home, vacation or rental)  
 Not Applicable (if the property to which the loan relates is a multi-family dwelling containing 5 or more residential units)

Applicant:  Individual(s) **complete information for Government Monitoring Purposes**  
 Non-Individual – **Note for Sole Proprietorship:** If the Applicant name is an individual (example: John Smith), then you must check the "Individual" box.

**Information for Government Monitoring Purposes:** The following information is requested by the federal government for certain types of loans related to a dwelling in order to monitor the lender's compliance with EQUAL CREDIT OPPORTUNITY, FAIR HOUSING AND HOME MORTGAGE DISCLOSURE laws. You (applicant) are not required to furnish the information, but are encouraged to do so. The law provides that a lender may not discriminate on the basis of this information, or on whether you choose to furnish it. If you furnish the information, please provide both ethnicity and race. For race, you may check one or more designations. However, if you choose not to furnish ethnicity, race or gender and have made this application in person, under Federal regulation this lender is required to note this information on the basis of visual observation or surname. If you do not wish to furnish the information, please check below.

NOTE: IF BORROWER OR APPLICANT IS NOT A NATURAL PERSON (e.g. A CORPORATION OR PARTNERSHIP), USE "NOT APPLICABLE"

Applicant:  I do not wish to furnish this information  Not Applicable - borrower/applicant is not a natural person  
 Co-Applicant:  I do not wish to furnish this information  Not Applicable - borrower/applicant is not a natural person

Ethnicity:  Hispanic or Latino  Not Hispanic or Latino  
 Race:  American Indian or Alaskan Native  Native Hawaiian or Other Pacific Islander  
 Asian  White  
 Black or African American

Gender:  Male  Female

**Customer Agreement**

**Terms and Conditions:** By signing this application, I, on behalf of the applicant identified above ("Applicant") and individually for myself understand and agree that any approval of this application for a loan or line of credit ("Credit Product") is subject to the signing of loan documents that will include a contractual obligation to pay and a security document granting a lien on real property that will secure the indebtedness all of which will be provided to me prior to closing. I certify that I am authorized to submit this application on behalf of the Applicant and that all information and documents provided in conjunction with this application, including information in this Application, in any Addenda attached to or provided in connection with this Application, or in federal and state income tax returns provided connection herewith (if required) are true, correct and complete. **I understand and agree that any willful misstatement of income or other misrepresentation with respect to any information or documents provided in connection with this application will be an event of default, and that upon discovery Lender may declare all applicants' indebtedness immediately due and payable in full, and may pursue other legal remedies against applicant and me personally.** I authorize the Lender to whom this application is submitted and any of its agents ("Lender") to obtain balance and payoff information on all existing credits and to obtain consumer and business reports from and to report credit information to others, including the Internal Revenue Service and state taxing authorities, about me, my business and the business's owners. I agree to notify Lender promptly of any material change in such information. I understand that in the event that this application is approved, I, in my individual capacity, may be required to jointly and severally unconditionally guarantee and promise to pay to Lender all indebtedness of the Applicant at any time arising under or relating to this application and/or the Customer Agreement, as well as any extensions, increases or renewals of that indebtedness. I acknowledge that if I am a resident of Arizona, my spouse will be required to consent to my personal guarantee.

**Appraisal Notice:** You have the right to receive, upon written request, a copy of any appraisal report, which is prepared in connection with your request for credit if the appraised property is located in California, or if the appraised property is a 1-4 family dwelling located in any state. The right to receive the appraisal report may be conditioned upon your paying for all appraisal fees (and, for California Non-Residential real property, all actual costs of duplicating the appraisal report). If you are entitled and wish to receive a copy of the appraisal report, please submit a written request to Business Real Estate Financing, P O Box 29483, Phoenix, AZ 85038. Your written request for a copy of the appraisal report must be received by the Lender no later than 90 days after the Lender provides notice of the action taken on your application, or a notice of incompleteness, or your application has been withdrawn.

I acknowledge that as a condition of approval of this application for a Credit Product, I will be required to grant a lien on certain commercial/residential real property used as collateral for this Credit Product, and to provide hazard insurance with respect to such property. I authorize Lender upon Lender's approval of this application and Applicant's acceptance of Lender's conditional offer to contact the Applicant's insurance company to verify coverage and endorsements and to designate Lender on such policies of insurance as lien holder or mortgagee.

I further acknowledge that (i) this application is subject to final approval of the Applicant and its owners, and that (ii) additional information may be required in order for the Lender to make a final credit decision. I understand that this is a stated income program and that Lender has the right to request additional documentation to verify income if it deems necessary. I understand that if the Applicant is not approved for the requested Credit Product, Lender may request additional information from the Applicant in order to approve the Applicant for such Credit Product or to qualify the Applicant for another credit product. I further acknowledge that ownership and administration of the Credit Product may be transferred with such notice as may be required by law, that any owner of the Credit Product, its servicers, successors and assigns, may verify or reverify any information contained in this application or obtain any information or data relating to the Credit Product, for any legitimate business purpose through any source, including a source name in this application or a consumer reporting agency. I agree that a facsimile of my signature, in any capacity, may be used to evidence my acceptance of these agreements.

To help the government fight the funding of terrorism and money laundering activities, U.S. Federal law requires financial institutions to obtain, verify, and record information that identifies each person (individuals and businesses) who opens an account. What this means for you: When you open an account, we will ask for your name, address, date of birth and other information that will allow us to identify you. We may also ask for your driver's license or other identifying documents.

**Mortgage Filing Tax or Fee:** If your state or other taxing authority imposes a tax or fee on the filing of a mortgage or deed of trust, this tax or fee is your responsibility.

**Authorization to Share Information:** I authorize the sharing of information, which the Lender has or may obtain in connection with this application with the Mortgage Broker, identified on the front page of this application. I understand that this information may be provided to the Mortgage Broker to assist in the management of my financial affairs. I understand that this authorization will remain in effect until I revoke it by written notice to the management of my financial affairs. I understand that this specific authorization overrides any separate instructions I may provide to the Lender or any of its affiliates, to opt out of the sharing of information about me or my business/personal accounts with Lender's parent, subsidiaries, or other affiliates.

**California only**—In accordance with California Civil Code §2955.5(b) which requires that a lender provide this disclosure to a borrower, you are hereby notified that Civil Code §2955.5(a) states that "no lender shall require a borrower, as a condition of receiving or maintaining a loan secured by real property, to provide hazard insurance coverage against risks to the improvements on that real property in an amount exceeding the replacement value of the improvements on the property."

