

Application Forms

Office Building

Mixed With Offices

Retail with Offices

**Medical- Industrial-
Retail Offices**

Real Business Loans, LLC 4100 SW 194 Terr. Miramar, FL 33029
Tel. 954-433-1648 Fax: 954-441-3359
RealBusinessLoans.com

Borrower	_____
Application Date	_____
Originator	_____

Commercial Mortgage Application
 Property Type: **OFFICE**

Loan Information

Loan Name/Description _____

Recourse Preference Recourse Non-Recourse Negotiable

Loan Purpose Purchase Refinance Construction

If Purchase, Purch Price \$ _____ Closing Date _____

If Refinance, Loan Balance \$ _____ Interest Rate _____% Type: Fixed ___ Variable ___

Cost of Recent Improvements \$ _____ Improvements Documented? Yes ___ No ___ Unknown ___

If Constr, Constr Cost+Land \$ _____ Completion Date _____

Borrower Information

Borrower Name _____

Borrower Type Individual Corp LLC Trust Ltd or Gen Prtnrshp Other _____

Primary Contact _____ Contact Email _____

Address _____ City _____ State _____ Zip _____

Phone () _____ Fax () _____

Net Worth \$ _____ FICO Score _____ Bankruptcy? Yes ___ No ___

Property Information

Property Name _____ No. of Bldgs _____

Land Area _____

Last Appraised Value \$ _____ Last Sale Price \$ _____

Last Appraisal Date _____ Date of Last Sale _____

Property Attributes Owner-occupied ___ Corner Located ___ Hwy Access ___ Hwy Visibility ___ Avg. Daily Traffic: L

No of Loading Docks _____ Dock Height _____ At Grade _____ Both _____ Don't Know _____

Surrounding Land Use Class A Office ___ Class B Office ___ Class C Office ___ Medical Office ___ Industrial ___ Retail ___

Building Information

Building Address _____ City _____ State _____ Zip _____

Number of Stories _____ Year Built _____ Year Renovated _____ Overall Appearance: Avg ___ Above ___ Below ___

No of Covered Parking Spaces _____ Uncovered _____ Sprinklered _____% HVAC _____% No of Elevators _____

Est. Market Vacancy % _____% Gross Building Area _____SF Net Rental Area _____SF

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Income & Expenses

Building Name _____

Item	3rd Preceding Year	2nd Preceding Year	Preceding Year	YTD No of Months	Trailing 12 Months	Notes
Base Rent						
Expense Reimbursements						
Percentage Rent						
Parking Income						
Other Income						
Vacancy & Coll. Loss						
Effective Gross Income						
Real Estate Taxes						
Property Insurance						
Utilities						
Repairs and Maintenance						
Janitorial						
Management Fees						
Payroll and Benefits						
Advertising and Marketing						
Professional Fees						
General and Administrative						
Other Expenses						
Ground Rent						
Total Operating Expenses						
Net Operating Income						
Leasing Commissions						
Tenant Improvements						
Cap Ex. (Repl. Reserves)						
Extraordinary Capital Exp.						
Total Capital Items						
Net Cash Flow						

Office property Purchase or Refinance
Commercial Loans

Check List of required information to complete business loan proposal.

Project Name _____

Borrower Name _____

Borrower Address _____

Phone _____ Cell _____ Fax _____

Date Received _____

Personal information

- _____ Signed 1003, officers owning more than 20% of the company
- _____ Copy of, S.S.,D.L., Resident Card or Citizen proof.
- _____ Credit report authorization by borrower's.
- _____ Personal financial statement dated within 30 days (no 1003)
- _____ Current year personal bank Accounts.
- _____ Last three years of personal income tax.
- _____ Assets documents support.
- _____ Current personal financial statement (30 days) for each partner stockholder and or officer owning more than 20% of the company.
- _____ Last 3 years personal income tax, on all 20% + owners
- _____ Three last months personal bank statements.
- _____ Financial statement of any affiliate business owned, operated, or 50% or more controlled by principals of this business.

Business & property information

- _____ Copy of corporate charter, articles & by law, assumed name.
- _____ Copy of business license.
- _____ Description / History of the company.
- _____ Resumes on key management.
- _____ Last three years business Income Tax
- _____ Current year of business profit and loss, dated within 30 days.
- _____ Current financial statement.
- _____ Current year business bank statements.
- _____ Schedule of account receivables, balancing to current statement.
- _____ Schedule of accounts payable, balancing to current statement.
- _____ Copy of deed, trust, or warranty deed.(refinancing)
- _____ Copy of the note.(refinancing)
- _____ Copy of the buy or sell agreement.(purchase)
- _____ Insurance, tax, and association information.
- _____ Appraisal of Real Estate, (older)
- _____ Purpose and benefit of the loan, and use of the loan proceeds.
- _____ Actual photo's of the property.
- _____ Rent roll.
- _____ Actual expenses.

Customer Signature

Rep. Signature