



### Commercial Executive Summary Form

#### Contact Information

##### Borrower

First Name:	Last Name:
Title:	
Address:	City:
Phone:	Fax:
E-mail:	Method of Contact:

##### Broker

First Name:	Last Name:
Title:	
Address:	City:
Phone:	Fax:
E-mail:	Method of Contact:

##### Borrower's Attorney

First Name:	Last Name:
Title:	
Address:	City:
Phone:	Fax:
E-mail:	Method of Contact:

##### Representative

First Name:	Last Name:
Title:	
Address:	City:
Phone:	Fax:
E-mail:	Method of Contact:

#### Loan Information

	Requested	Proposed	Notes
Loan Amount			
Rate			
Term			
Payment			
DSC			
NOI			
LTV			
Value			
Cap Rate			



Origination Points			
Fees – Appraisal, EPA, site, visit, title work, etc.			
Loan Type			

**Use of Funds**

Provide a quick description of “use of funds” i.e., Purchase, Refinance, Construction, Development, Operating Capital, etc.	
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**Exit Strategy**

What is the exit or payoff strategy to pay off the balloon at the end of the loan term?	
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**Property Description**

Complete description of the property and the project, i.e., number of units, square footage, number of acres, age, etc.	
Property City	
Property County	
Property State	
What year did borrower purchase subject property?	
What did borrower pay for the property?	
What is borrower’s total cash spent into this property to date?	
What is the borrower's current equity in the property?	
What debt or back taxes are owed against the property?	
What percentage of subject property is occupied today?	
Additional comments	

**Current Value**

What is today's current value of subject property in it's present condition?	
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**Information on Purchase Only or Project Development Transactions**

Sales price (Real Estate Part Only) or Projected Cost	
Borrower's Cash Down Payment or Owner's Investment	
Seller's Held Second Lien, if applicable or Second Financing	
Any other additional comments you feel necessary to explain purchase, site, or project cost	

**Additional Collateral**

List any additional real estate the borrower may have that could be used to cross collateralize this loan request to lower the LTV ratio.

Property Type:	City:
County:	State:
Property Value:	
1 <sup>st</sup> Lien Balance:	2 <sup>nd</sup> Lien Balance:

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**Prior Turn Down**

Reasons why conventional financing could not be obtained - if applicable.	
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**Joint Venture**

Would you consider a joint venture?	
Would you consider giving up a percentage of equity in this project to a joint venture if it was the only way to get it approved?	
If yes, up to what percentage would you relinquish?	

**Information about Borrower**

Entity	
Personal Credit History (score) of all Principles involved.	
Prior Project Experience of Principles	
Net worth or financial strength of Primary Principles excluding this project.	
Primary Principles last 3 years average monthly income.	

**Budget on Subject Property**

What was (is) the income and expense on subject property? You do the math. Take out any mortgage interest, debt service, or depreciation from expense side. Do include any reserves for vacancy or management fees since lender will most likely call in a professional management team in the event of default. Just fill in the blanks below.

	2004	2005	2006	2007
Gross Income				
Total Expenses				
Net Operating Income				
Average Yearly Occupancy				
For year 2007, please indicate up to what month the figures are calculated.				

**Available Documentation and Information****Appraisal & Title Information**

Appraisal	Yes / No	Date Completed:	
Title Opinion	Yes / No	Date Completed:	
Title Commitment	Yes / No	Date Completed:	

**Environmental Reports**

EPA Phase I	Yes / No	Date Completed:	
EPA Phase II	Yes / No	Date Completed:	
Asbestos	Yes / No	Date Completed:	
Lead Base Paint	Yes / No	Date Completed:	
Mold	Yes / No	Date Completed:	

**Full Financial Statements and Prepared by Third Party**

Subject Property	Yes / No	Date Completed:	
Principles	Yes / No	Date Completed:	
Corporation or LLC	Yes / No	Date Completed:	

**Anticipated Budget on Subject Property (Pro Forma Statements)**

If new venture, does borrower have anticipated budget calculations for the next 2 years?	Yes / No
Can provide in 2 weeks or less.	Yes / No
Can never provide.	Yes / No



**Additional Comments**

Please include any additional information that would make this deal more appealing to a lender.

[Empty box for additional comments]