

SUMMIT FINANCIAL AND INVESTMENT GROUP, LLC

10421 South Jordan Gateway ♦ Suite 600 ♦ South Jordan ♦ Utah 84095
(801) 944-4320 Office ♦ (801) 944-4322 Fax ♦ Email: sfig@summitfinancialgroup.com
Business Consultants - Financing - Packaging - Risk Analysis

DOCUMENTATION REQUIRED PRIOR TO ISSUING APPLICATION FOR COMMERCIAL LOAN FINANCE PROGRAM FOR REFINANCE OR ACQUISITION

The following documents are required to be submitted to SFIG for Processing prior to the issuance of an Application:

- ___ 1. Brief property and area description and purpose of loan request.
- ___ 2. Property location map (property photograph, if available).
- ___ 3. Current property rent roll that includes unit number, unit size, tenant names, current collected rent, and lease inception and expiration dates. (Note: Rents should be expressed per month for congregate and assisted care facilities, and per patient day (PPD) for skilled nursing.)
- ___ 4. Last three years annual operating statements and year-to-date operating statements of the property.
- ___ 5. Current operating budget.
- ___ 6. List of principal owners of the subject property and percentage of ownership (if applicable).
- ___ 7. Current resumes of the Owner and general partners.
- ___ 8. Recent financial statement of Owner, general partner/Applicant and principles (dated within 90 days of submittal). A financial statement must be submitted for individual borrowers, the principal officers/owners of a corporate borrower, or the general partners if the borrower is a partnership.
- ___ 9. Information on all existing indebtedness for property (secured and unsecured).
- ___ 10. Floor plans (if available).
- ___ 11. (For health care properties only). All statements of Department of Health deficiencies for the past 3 years and corresponding management plan of correction (state and federal). Life safety compliance (related waivers). Copy of state licenses most recent 3 years. Have current licenses and surveys. Need historical licenses and surveys.
- ___ 12. (Optional). Any additional material that may be in owners possession that may be helpful in evaluating loan value of property; ie. Appraisals, aerial photos, market studies, etc.