

LIBERTY FINANCIAL

www.libertyfinancialco.com

Dear Customer:

Thank you for your interest in applying with Liberty Financial. You can help us process your loan request by returning the following **checked** items:

- FILL OUT LOAN APPLICATION FORM (ENCLOSED)
- SCHEDULE OF REAL ESTATE
- RENT ROLL AND LEASES FOR ALL PERTINENT PROPERTIES
- UNIFORM ENVIRONMENTAL HISTORY – PHASE 1
- GROUND LEASES FOR SUBJECT PROPERTY
- PLEASE SUBMIT THE BELOW INFORMATION, AS APPLICABLE FOR EACH ENTITY.
 - A. CORPORATIONS, PARTNERSHIPS AND TRUSTS
 - CORPORATE BYLAWS
 - RESOLUTIONS TO BORROW
 - MINUTES
 - PARTNERSHIP AGREEMENT
 - STATEMENT OF PARTNERSHIP
 - CERTIFICATION
 - AGREEMENT AND ALL AMENDMENTS
- YEAR TO DATE PROFIT AND LOSS
- PREVIOUS YEAR OPERATING STATEMENT
- LAST 3 MONTHS BANK STATEMENTS FOR LOAN GUARANTORS
- FEDERAL TAX RETURNS FOR PREVIOUS 2 YEARS, INCLUDE ALL SCHEDULES
- COPY OF MOST RECENT MORTGAGE STATEMENT
- RECENT PRELIMINARY REPORT
- DETAILED MARKET ANALYSIS OF THE PROPERTIES BY LOCAL, KNOWLEDGEABLE BROKER OR APPRAISAL
- CREDIT REPORT ON PRINCIPALS
- PHOTOS OF SUBJECT PROPERTY
- ESCROW INSTRUCTIONS
- COVER LETTER FROM BROKER TO LIBERTY FINANCIAL OUTLINING A FORMAL REQUEST
- OTHER

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