

## **Apartment Building – Loan Documentation**

With respect to a loan package for underwriting and funding requirements, our lender will require the following documents. This list is not all-inclusive, additional documents and information may be required.

### **From Owners**

- Personal financial statement
- Copy of the last two (2) years federal tax returns
- Schedule of real estate owned
- Copy of bank and brokerage statements for the last three months, to establish assets and source of down payment

### **If the property is going to be held in a Corporation, Partnership or LLC**

- Previous two fiscal year end partnership financial statements
- Current two-years partnership tax returns
- Formation Documents (as applicable) Articles of Incorporation Operating Agreement Partnership Agreement
- Current year to date, profit and loss statement

### **From the Subject Properties:**

- From the subject property, last two years and year to date profit & loss statements
- Current rent roll for subject property
- Copy of tenant leases and rent increase notices
- Name and contact information of property and liability insurance company
- Resume of the property management company or if the property is owner managed, personal resume of owner / manager
- Copy of vender lease or other lease agreements