

LOC DOCUMENT CHECKLIST

- Signed Loan Application
- Copy of Driver's License (s).
- Schedule of Real Estate owned (List of properties that you own, if any)
- If you are an entity borrower, you will need to provide copies of all your corporate documentation. If you are in a joint venture, we need the below items from both LLCs. If you are acquiring another LLC jointly, we need that entity's documents as well plus the purchase and sale agreement for the LLC or S-Corp.
 - Articles of Incorporation (Corporations Only)
 - Corporate Resolution/Shareholder Agreement (if applicable)
 - Filing Receipt/Business License from the State
 - Tax ID Number from IRS
 - Operating Agreement/By-Laws (LLC's Only)
 - Must include all member names
 - Must include all amendments
 - Certificate of good standing statement from the home state of your LLC or S-Corp
- Voided check from the business bank account. This is the account that your monthly payments will be automatically deducted from.
- Track Record Documentation (List of past projects and/or investment properties purchased) –Use our Excel Template
 - Property Address
 - Entity on Title
 - Acquisition Date
 - Disposition Date (if applicable)
 - Acquisition Price
 - Disposition Price (if applicable)
- Last two years of federal income tax returns. (This is solely to confirm that you file. No debt to income ratio is calculated for this loan. Showing a loss will not affect eligibility).
- Last two years of federal business tax returns. (This is solely to confirm that you file. No debt to income ratio is calculated for this loan. Showing a loss will not affect eligibility)
- Asset Statements, 60 days. See eligible/ineligible assets on next page

Eligible Assets for Liquidity Consideration	
Checking Account (DDA)	
Money Market	
Mutual Funds	
Bonds	
Certificates of Deposit	
Savings Account (SAV)	100.00%
IRA (Roth/Self Directed)	70% < 59 1/2 Age
	100% if 59 1/2 or over
401k	70% of vested value if < 59 1/2 of Age
	100% of vested value if = or > 59 1/2 Age
Pension Plan	70% of vested value if < 59 1/2 of Age
	100% of vested value if = or > 59 1/2 Age
Annuity	70% of vested value if < 59 1/2 of Age
	100% of vested value if = or > 59 1/2 Age
Life Insurance Cash Surrender Value	100.00%
Stocks	75% of value (NYSE/NASDAQ)
Ineligible Assets for Liquidity Consideration	
Pledged Accounts	
Asset statements not owned/vested in borrower's name	
Fixed assets (Real estate/vehicles/equipment/etc)	
Other: Inventory/Accounts Receivable	
Stock Options and Restricted Stocks	