

Project Name: _____ Date: _____

Property Address: _____ Borrower Name: _____
 (Street, City, State, Zip)

Unit Number: _____ Loan Number: _____

FORM TO BE COMPLETED IN FULL BY PROPERTY MANAGEMENT REPRESENTATIVE OR BY AN OFFICER OF THE ASSOCIATION.

PART I - PROJECT INFORMATION - Please provide actual numbers and not percentages in the chart below:

	Subject Legal Phase	Entire Project
Total # of Units		
# of Owner Occupied and 2nd Homes		
# of Investment		
# of Units Sold or Under Contract		
# of Units Listed for Sale		
Other:		

1. Does the Project contain any condotel characteristics listed below? Please check all that apply: Yes No
 Hotel Operations Maid Service/Room Service On-Site Desk Registration Short Term Rentals

2. Does the Project contain any ineligible characteristics listed below? Please check all that apply: Yes No
 Common Interest Apartment Timeshare/Rental Pool Live-Work Project Houseboat
 Assisted Living Facility Multi-Family With Blanket Mtg Manufactured Housing Cooperative

3. Are all units owned fee simple or leasehold? Fee Simple Leasehold

4. Are the common elements and amenities within the subject's phase complete? Yes No

If No - Explain what remains to be completed. _____

If No - Provide approximate percentage of common area that remains to be completed. _____



5. If Project is not complete, is the subject legal phase, or any prior legal phases in which units have been offered for sale, substantially complete and has a Certificate of Occupancy been issued? Yes No

If No - When will the phase be completed? _____
 Date subject phase completed? _____
 Date last phase was completed? _____
 What remains to be completed for the project to be 100% complete? _____

6. Are the unit owners in control of the HOA? Yes No

If No - What is the anticipated date the Project will be turned over to the unit owners?

If No - When the Project is turned over to the unit owners, does the developer retain ownership in the Project besides unsold units? Yes No

If applicable, what will be owned by the developer and how it will be used? _____

7. If/when the Project is turned over to the unit owners, does the developer retain any ownership in the Project besides unsold units? Yes No

If Yes - Please provide what is owned by the developer and how it is used: _____

8. Does commercial space exceed 50%? Yes No

If Yes - Provide percentage and use of space:

9. Is the HOA or developer involved in any litigation and/or arbitration, including the project being placed in receivership, bankruptcy, deed-in-lieu of foreclosure or foreclosure? Yes No

If Yes - Please describe the details and provide documentation and attorney letter relating to the litigation. _____

10. Are there any pending or levied special assessments by the HOA? Yes No

If Yes - What is the total amount and term of assessment? _____
 What is the assessment amount per unit? _____
 What is the current assessment balance? _____
 Has work been completed? Yes No
 Describe the nature of the assessment: _____



11. Are there unfunded repairs costing more than \$10,000 per unit anticipated during the next 12 months (does not include repairs funded through special assessment)? Yes No

If Yes - Please list items to be repaired: _____

12. **CALIFORNIA ONLY** - Is there a wood deck, balcony, stairway, walkway, or railing elevated more than 6 feet above the ground? Yes No NA

If Yes - Provide Inspection consistent with standards in California SB-326.

i) Any repairs required? Yes No

If Yes - Provide documentation/evidence that items have been addressed. (Attach Documents)

13. **FLORIDA ONLY** - For projects three (3) stories or higher: Is project over 30 years old (or 25 years if within 3 miles of the coast)? Yes No NA

If Yes - Provide Inspection consistent with standards in Florida Statute 553.899.

i) Any significant deferred maintenance items identified? Yes No

If Yes - Provide documentation/evidence that items have been addressed. (Attach Documents)

14. Has the HOA received a directive from a regulatory or inspection agency to make repairs due to unsafe conditions? Yes No

15. Does the association have any knowledge of any adverse environmental factors affecting the Project as a whole or any individual unit within the Project? Yes No

If Yes - Please provide an explanation: _____

16. Does the Project have any mandatory, upfront membership fees for the use of recreational amenities owned by an outside party? Yes No

17. Are any units in the Project with resale or deed restrictions? Yes No

If Yes - Please explain. Provide related agreements and number of units subject to restriction and unit numbers: _____

18. How many units are over 60 days delinquent on HOA dues or assessments (including REO owned units)? _____

19. Does any single entity (individual, investor, or corporation) own more than 20% of the units in the Project? Yes No

If Yes - Please provide name and number of units owned by each individual/entity. _____

PART II - PREPARER INFORMATION

Name: _____ Phone: _____

Title: _____ Email: _____

Signature of HOA Representative: _____ Date: _____

