

## Overland Capital Corporation Acquisition & Development Loan Checklist

Name of borrower(s) \_\_\_\_\_

<b>X</b>	<b>General Requirements &amp; Property Information</b>	<b>Date Sent/Received</b>
	Loan Application- must be signed by all owners	
	Business Tax Returns- copies of Federal tax returns for last 3 years (if applicable)	
	Financial Statements- income statement and balance sheet for last 3 fiscal years plus year-to-date for current fiscal year (if applicable)	
	Business Debt Schedule (if applicable)	
	Organizational Documents- appropriate for entity: Corporation, LLC, Partnership (if app)	
	Description of Property	
	If the loan includes the purchase of real estate: <input type="checkbox"/> Purchase Contract or Letter of Intent	
	Property Appraisal	
<b>X</b>	<b>Personal Information (for each guarantor)</b>	<b>Date Sent/Received</b>
	Personal Resume	
	Personal Tax Returns- copies of Federal tax returns for last 3 years for all guarantors	
	Personal Financial Statement- must be signed; if married, must include spouse's information and signature for all guarantors	
	Personal Credit Report- Overland Capital will obtain this	
<b>X</b>	<b>Other Information</b>	<b>Date Sent/Received</b>
	Use of Loan Proceeds- must include proof of funds for any down payment/injection	
	Schedule of Collateral	
	If the loan includes new construction, renovations, or tenant improvements: <input type="checkbox"/> Preliminary plans and specs <input type="checkbox"/> Bid or other cost estimate <input type="checkbox"/> Estimated timeline for completion	
	If the loan includes the refinance of existing debt: <input type="checkbox"/> Copies of all notes to be refinanced <input type="checkbox"/> Loan Account Statements- statements or estimated payoff amounts	