



NEW LOAN REQUEST SUBMISSION FORM

TENANT OCCUPIED (RETAIL, OFFICE, INDUSTRIAL, SPECIAL USE)

Date:	Contact:
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Submitting Broker:			
Phone:			Fax:
Address:			Cell:
City:	State:	Zip:	E-mail:

Transaction/Pricing Details

Principle Borrower:			Telephone:
Property Address:			Tax:
City:			Amortization / Term /
State:	Zip:		E-mail:

Property Information

Property Type:				
Property Name:				# of Units:
Property Address:				# of Buildings:
City:	State:	Zip:	County:	# of Stories:
Year Built:		Year Last Renovated:		Total Square Ft.:
Rentable Sq. Ft.		Occupied Sq. Ft.:		Vacant Square Ft.:
Site Size:			Number of Parking Spaces:	
Is the Property: <input type="checkbox"/> Multi-use OR <input type="checkbox"/> Single-use (special purpose)				
How Long are the leases?:				
Do the tenants pay any expenses?:				
Yearly Gross Income:			Yearly Expenses: <small>No mortgage payments, owners draws, or depreciation to be included.</small>	
Yearly Net Income: <small>Before mortgage payments are made.</small>			<i>If refinance:</i> <i>Existing Mortgage Payment:</i> <i>Interest rate:</i> <i>Loan Due Date:</i>	
<i>Any other issues or concerns about the property?:</i>				

