

LIST OF ITEMS REQUIRED TO UNDERWRITE A MORTGAGE FOR A  
**PARKING GARAGE**

**(If there is more than one location, please provide requested info for each of the properties):**

1. COPIES OF ALL LEASES including any modifications and amendments.
2. PROPERTY OPERATING STATEMENTS FOR THE PAST THREE YEARS Including a rent roll as of the application date, and a statement of the estimated year to date profit and loss for the current year.
3. A BALANCE SHEET for the last calendar year end for the ownership entity.
4. Current real estate tax bills or receipts.
5. PROPERTY SURVEY OR SITE PLAN.
6. PROPERTY LEGAL DESCRIPTION including any encumbrances affecting the Mortgaged premises
7. PHYSICAL DESCRIPTION OF REAL ESTATE including gross building area, Information about the construction and building systems (HVAC, etc...).Also a list of Any major renovated building items over the past three years (if any) and their Approximate cost.
8. BORROWER AND PRINCIPAL INFORMATION including identity and ownership Percentages of the principal(s) and major partners, personal financial statements of Principal(s) and resume of principal.
9. PARKING MANAGEMENT EXPERIENCE OF OPERATOR.
10. PERMISSION TO RUN CREDIT REPORT(S): Go to FORMS and then CREDIT REPORT AUTHORIZATION at [www.cmlv.net](http://www.cmlv.net) and print the PDF file. (Please make Copies for each individual with an interest of 10% or more in the case of a corporation Or partnership, complete and fax back to (702) 365-8659.)