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**T. J. Financial, Inc.**  
**CONDOMINIUM INFORMATION LETTER**

TO: \_\_\_\_\_ BORROWER: \_\_\_\_\_  
 PROJECT NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_

We are considering the extension of mortgage financing secured by on or more unites located in the above referenced project. In order for us to extend financing, our investors require that we obtain information about the project. Any officer of the Homeowner's Association, the managing agent or the attorney for the association may respond. This form must be completed in full in order for the project to be considered for approval.

**CONDO**

- 1. How many units are included in the project? \_\_\_\_\_
- 2. How many units are sold and closed? \_\_\_\_\_
- 3. Total number of units that are sold pending closing? \_\_\_\_\_
- 4. Total number of units that are unsold? \_\_\_\_\_
- 5. How many units are occupied by the owners as their primary residence? \_\_\_\_\_
- 6. How many units are occupied by tenants? \_\_\_\_\_
- 7. What is the monthly assessment for each unit? \_\_\_\_\_
- 8. How many units are one month or more delinquent in the association fees? \_\_\_\_\_

Explain the delinquency amount in details: \_\_\_\_\_

9. Has ALL construction and/or rehabilitation at the project been completed? This includes all units, pools, club house, tennis courts and all other amenities ( ) Yes ( ) No

10. Have the unit owners taken over control of the association?  
 If so, what was the date? \_\_\_\_\_ If not, what date is anticipated? \_\_\_\_\_

11. Does any one person/entity own more than 10% of the total units? ( ) Yes ( ) No

12. Do the project's legal documents allow for the project to be expanded by additional phases or by units not yet constructed? ( ) Yes ( ) No

13. Is the project professionally managed? ( ) Yes ( ) No

14. Is the association involved in any pending litigation? ( ) Yes ( ) No  
 If so, please attach complete explanation of circumstances.

The information provided is accurate to best of my knowledge as of \_\_\_\_\_ (date). It is provided on behalf of the homeowner's association noted below.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Name of Homeowner's Association

\_\_\_\_\_  
 Print Name and Title

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 Telephone Number