



101 E. Huntington Drive #102
 Monrovia, CA 91016
 Tel (626) 599-9700
 Fax (626) 599-1768

T.J. Financial, Inc.
Condo Limited Review Information Letter

BORROWER: _____

SUBJECT ADDRESS: _____

We are considering the extension of mortgage financing secured by one or more units 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.

PROJECT NAME: _____

1. How many units are included in the project?	
2. How many units are sold and closed?	
3. Have the unit owners taken over control of the association? If so, what was the date? _____ If not, what date is anticipated? _____	() Yes () No
4. Is the association involved in any pending litigation? If so, please attach complete explanation of circumstances.	() Yes () No
5. Does any individual, entity, or group own more than one units? If yes, list how many each owns: _____	() Yes () No
6. Are any units subject to Affordable Housing or Age Restriction? If YES, list restrictions and unit #s: _____	() Yes () No
7. Does the project contain any commercial space? If yes, what percentage of the project is commercial? _____	() Yes () No
8. Is the project a Continuing Care Retirement Community or Life Care Facility where residents sign long-term contracts for housing, medical, assisted-living, and other services?	() Yes () No
9. Is the project a condotel? (Does the project include registration services & offer rentals on the short term basis? Does the project have a website that presents itself as a hotel, resort, inn, motel, lodge, or other hospitality entity? Are amenities such as food, phone, or daily cleaning services offered?)	() Yes () No

I, the undersigned, certify that to the best of my knowledge and belief, the information and statements contained on this form and the attachments are true and correct. It is provided on behalf of the homeowner's association noted above.

 Authorized HOA Representative

 Date

 Company Address

 Signature

 Phone Number

 Title

 Email Address



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T.J. Financial, Inc.
CONDOMINIUM INFORMATION LETTER

BORROWER: _____
 SUBJECT ADDRESS: _____

We are considering the extension of mortgage financing secured by one or more units 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.

PROJECT NAME: _____

Entire Project (new and existing)

1. How many total legal phases are in the project?	
2. Total # of units in project	
3. Total # of units, primary/ 2 nd home, closed	
4. Total # of units, primary/ 2 nd home, under contract, not closed	
5. Total # of units, investor/ sublet, closed	
6. Total # of units, investor/ sublet, under contract, not closed	
7. Total # of units developer/ sponsor owned, unsold	

Subject Legal Phase Information

8. What phase # is the subject property of specific unit located in?	
9. Total # of units in subject phase	
10. Total # of units in subject phase, primary/ 2 nd home, closed	
11. Total # of units in subject phase, primary/2 nd home, under contract, not closed	
12. Total # of units in subject phase, investor/ sublet, closed	
13. Total # of units in subject phase, investor/ sublet, under contract, not closed	
14. Total # of units in subject phase, developer/ sponsor owned, unsold	

15. Is project part of a "Master" or Umbrella" Association? If YES, please list the name of Master Association _____	() Yes () No
16. Is the project a condotel? (Does the project include registration services & offer rentals on the short term basis? Does the project have a website that presents itself as a hotel, resort, inn, motel, lodge, or other hospitality entity? Are amenities such as food, phone, or daily cleaning services offered?)	() Yes () No
17. 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
18. Are any units subject to Affordable Housing or Age Restriction? If YES, list restrictions and unit #s: _____	() Yes () No
19. Is the project a Continuing Care Retirement Community or Life Care Facility where residents sign long-term contracts for housing, medical, assisted-living, and other services?	() Yes () No
20. Is the project a conversion within the past three years?	() Yes () No
21. Are units owned fee simple, not leasehold?	() Yes () No



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22. What is the monthly assessment for each unit?	
23. Have the unit owners taken over control of the association? If so, what was the date? _____ If not, what date is anticipated? _____	() Yes () No
24. How many units are 60 days over delinquency?	_____
25. Is the lender liable the delinquent common charges? If YES, lender is responsible for ____ months.	() Yes () No
26. Does any individual, entity, or group own more than one units? If yes, list how many each owns: _____	() Yes () No
27. Do the project's legal documents allow for the project to be expanded by additional phases or by units not yet constructed?	() Yes () No
28. Is the project professionally managed?	() Yes () No
29. Does the project contain any commercial space? If yes, what percentage of the project is commercial? _____	() Yes () No
30. Are any non-incidentual business units owned or operated by the HOA? (e.g., restaurant, spa, health club, etc.)? If Yes, the non-incidentual business is: _____	() Yes () No
31. Is the association involved in any pending litigation? If so, please attach complete explanation of circumstances.	() Yes () No
32. Do unit owners have sole ownership & exclusive rights to project facilities?	() Yes () No
33. Are any project facilities (parking, recreation, facilities) leased to the HOA?	() Yes () No
34. Does the project consist of manufactured housing units?	() Yes () No
35. Are any units less than 400 square feet?	() Yes () No
36. Are any of the units used for "live-work" (e.g., the unit owner lives in a loft area and run a business on the ground floor)?	() Yes () No

I, the undersigned, certify that to the best of my knowledge and belief, the information and statements contained on this form and the attachments are true and correct. It is provided on behalf of the homeowner's association noted above.

_____	_____	_____
Authorized HOA Representative	Date	Company Address
_____	_____	_____
Signature		Phone Number
_____	_____	_____
Title		Email Address