

OFFICE PURCHASE AND REFINANCE QUESTIONNAIRE

APPLICANT'S INFORMATION				LOAN REQUEST INFORMATION			
Applicant's Name:				Amount Requested:			
Address:				Term:		Amortization:	
Phone :		Fax:		Interest Rate:		Cash Down:	
Email:				Current Value of Property:			
Contact Name:				Use of Funds:			
Type of Ownership/Company:							
Is this the sole asset of the borrowing entity?		Yes <input type="checkbox"/> No <input type="checkbox"/>		Reason for Financing:			
Net Worth:		Liquidity:					
Number of Buildings currently owned:							
PROPERTY INFORMATION							
Property Name and Address:							
Type of Property:					# of Units		
# of Months Owned:					Year Built:		
Current Occupancy:					Est. of Value:		
Occupancy for: YTD 2005:		YTD 2006:		YTD 2007:			
Original Purchase Price:					Cash Invested Since Purchase:		
Current Balance of Existing Debt:					Balance of 2nd & 3rd Mortgages:		
Current Lender				Gross Sq. Ft & Total Land Area:			
Current Interest Rate:					Current Payment:		
Current Loan Maturity Date:					Current Amortization:		
Select all that apply:		<input type="checkbox"/> Master-Metered		<input type="checkbox"/> Sub-Metered		<input type="checkbox"/> Ground Lease	
		<input type="checkbox"/> Anchored		<input type="checkbox"/> National Tenants		<input type="checkbox"/> Local Tenants	
Name of Largest Tenant:					Years Remaining on Lease		
Prior Years of Gross Sales:					Sq. Footage Occupied:		
Average Market Rents/Sq. Foot:					Number of Parking Spaces:		
Estimated Market Occupancy:					Estimated Market Expense/Sq. ft.:		
TO SUBMIT YOUR REQUEST				FOR A PRELIMINARY REVIEW, PLEASE SEND THE FOLLOWING ITEMS			
<p>Please type the answers to the requested information and submit this Questionnaire via email at: andrew@westcapitalfunding.com</p> <p>Please also forward the requested documents on the checklist provided via email to: andrew@westcapitalfunding.com</p> <p>Name of Person Submitting Request:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Phone # of Person Submitting Request:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Email of Person Submitting Request:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>				<input type="checkbox"/> Brief Property Description			
				<input type="checkbox"/> Property Location Maps and Site Maps			
				<input type="checkbox"/> Color Photographs, in and around the Property			
				<input type="checkbox"/> Current Rent Roll showing Square Footage, Tenant Names, Lease Amounts, CAM's Percentage Rents, Beginning and Expiration date of the leases and any comments if necessary			
				<input type="checkbox"/> Three most recent and YTD certified annual operating statements			
				<input type="checkbox"/> Resume of Owner(s), Applicant(s) and Management			
				<input type="checkbox"/> Recent Financial Statement of Owner(s), Tenants, General Partner(s), Applicant(s)			
				<input type="checkbox"/> Purchase Agreement (if applicable)			