

DELIVERY CHECKLIST

The following materials are submitted with this Application (Check if enclosed):

	Enclosed	Comments
Application Deposit	_____	
Loan Processing Fee	_____	
Report Deposit	_____	
Legal Deposit	_____	

Supporting Documentation (Check if enclosed). All items required sufficiently prior to closing to allow for adequate review. Shortly after receipt of a signed application, an updated closing checklist will be forwarded.

- | | | |
|--|-------|-----------------------------|
| 1) Historical Operating Statements (certified) | | |
| A) Last 3 years | _____ | |
| B) Trailing 12 Months (monthly) | _____ | |
| 2) Current Operating Budget (certified) | _____ | |
| 3) Current Rent Roll (certified) | _____ | |
| 4) Tenant Leases | | |
| A) Copy of all Tenant Leases | _____ | Commercial Properties Only |
| B) Sample of Tenant Leases (Nomura will pick a sample consisting of 10% of the leases) | _____ | Multifamily Properties Only |
| C) Copy of all Lease Abstracts (if available) | _____ | Commercial Properties Only |
| D) Copy of Ground Leases & Abstracts | _____ | |
| 5) Schedule of Tenant Reimbursements | _____ | Commercial Properties Only |
| 6) Tenant Information (tenants 10% or more of base rent) | | Commercial Properties Only |
| A) Descriptions | _____ | |
| B) Financials | _____ | |
| C) Sales Information | _____ | |
| 7) Property Site Plan & Floor Plans | _____ | |
| 8) Leasing Brochure | _____ | Multifamily Properties Only |
| 9) Management Company | | |
| A) Copy of Management Agreement | _____ | |
| B) Company Description | _____ | |
| C) Listing of Properties Currently Managed | _____ | |
| 10) Sources and Uses (including current loan balance, lender, interest rate & maturity date) | _____ | |
| 11) Purchase Contract or Construction Cost Breakdown | _____ | If owned less than 3 years |

DELIVERY CHECKLIST (PAGE 2)

	Enclosed	Comments
12) All Guarantors & any Principals with greater than 20% ownership		
A) Credit Authorization Form	_____	
B) Financial Statements (certified)	_____	
C) Tax Returns (3 years)	_____	
D) Resume	_____	
13) Borrowing Entity		
A) Credit Authorization Form	_____	
B) Financial Statements (certified)	_____	
C) Tax Returns (3 years)	_____	
D) Entity Structure	_____	
14) Property Information		
A) Current Real Estate Tax Bills	_____	
B) Insurance Premium Invoices	_____	
C) Schedule of Capital Expenditures		
i) Last 3 years	_____	
ii) Next 3 years	_____	
D) Copy of Service Contracts	_____	
E) Tenant Delinquency & Aged Receivables	_____	
F) Last 3 Months of Bank Deposits	_____	
G) Schedule of TI/LC costs	_____	
H) Schedule of On-Site Employees (including salaries and benefits)	_____	
15) Third Party Reports		
A) Appraisal		Engaged by Nomura
B) Engineering		Engaged by Nomura
C) Environmental		Engaged by Nomura
D) Seismic		Engaged by Nomura
E) Zoning	_____	
F) Termite Inspection	_____	