

HOA CERTIFICATION

Date:

Borrowers Last Name:
Street Address:
City / Zip:
HOA's Project Name:
HOA'S TIN / EIN NUMBER: #
Mailing Address:
HOA's Management Co Name (if applicable)

PROJECT INFORMATION REQUIRED:
Year Project Completed:
Total # of Units in Project:
Total # of Phases in Project:
Subject is located in what phase #:
Number of units sold in entire project:

PROJECT INFORMATION REQUIRED:
Number of Primary & 2nd Homes:
Number of Investment Properties:
Current number of units owned by the builder / developer:
Current mo assessment for Subj: \$

1. Does any one entity own more than 10% of the total project?	YES ___ / NO ___
1a: if yes, Name of owner(s) and how many units each own:	
1b:	
2. What percentage of unit owners are more than 60 days delinquent on their HOA dues	_____ %
3. Are all units, common areas and facilities 100% complete?	YES ___ / NO ___
4. Are all units Fee Simple Condominium? (not co op or leasehold)	YES ___ / NO ___
5. Do all unit owners have sole ownership rights to use the projects facilities & common elements?	YES ___ / NO ___
6. Is the project a conversion of any kind? ** (if yes, need month / date of completion: ___mo / ___yr	YES ___ / NO ___
7. Is there pending litigation/arbitration in the project or master assoc? (If yes, provide docs for review)	YES ___ / NO ___
8. Are the unit owners in control of the HOA?	YES ___ / NO ___
9. Is there more than one association for the project (such as a master assoc)?	YES ___ / NO ___
9a: if yes, provide legal name and HOA cert(s) for same:	
10. Have there been any special assessments in the past year? (If so, see comment section page 2)	YES ___ / NO ___
10a: if yes: Why / What for & Subject Paid?:	
11. Are there any special assessments planned for the future?	YES ___ / NO ___
11a: if yes: Why & What for:	
12. Does the HOA have First Right of Refusal to sell, lease, transfer any units?	YES ___ / NO ___
12a: if yes, the CC&R's must waive this right in case of foreclosure	YES ___ / NO ___
13. Is the unit subject to any resale restrictions?	YES ___ / NO ___
13a: if yes, detail restriction(s)	
14. Is there any commercial space in the building? If yes: _____ %	YES ___ / NO ___
15. Are there any common areas or facilities leased to others?	YES ___ / NO ___
15a: if yes, comment in detail:	
16. Does the project contain any Ineligible characteristics per B4-2.1.02 (see page 2 for complete list **)	YES ___ / NO ___
17. Is the 1st mortgage holder responsible for more than six months of regular common HOA dues? ('prior to taking title' in case of foreclosure of short sale / deed in lieu)	YES ___ / NO ___

HOA REPRESENTATIVE TO

certify that the information on these pages are true and correct, to the best of my knowledge:

 Print Name / Signature / Date / Phone Number

