Date:

THE HOUSING FUND

Development Loan Application

Applicant Legal Name: _____ Tax ID #: _____

Applicant Address: _____

Contact Name: _____ Phone #: _____

Contact Email: _____

Legal Status: ☐Nonprofit ☐Corp ☐LLC ☐Partnership ☐Individual ☐Other_____

Requested Loan Amount: _____

Project/Site Name: _____

Project/Site Address: _____

Legal Description/Map & Parcel: _____

Status of Site Control *(i.e. Do you own the property?)*: _____

Purchase Price: _____ Appraised Value *(if available)*: _____

Projected Appraised Value at Completion: _____

Current Zoning: _____ Required Zoning: _____

Units: _____ # Units Affordable: _____ # Buildings: _____ Square footage: _____

Year Built: _____ Current Usage: _____

Proposed Usage (mixed use, affordable housing, community facility, artists' work/live space):

_____

_____

_____

Proposed Use of THF Loan Proceeds [Land Acquisition, Construction (new construction, adaptive reuse, or rehab), Bridge, Gap]: _____

_____

Collateral *(all items/assets that could be used to secure loan)*:

Address or Description	Estimated Value	Lien Position

Guaranteeing Parties: _____

Describe Project in Detail: _____

Project Timeline:

	Date
1. Construction Bid Process Completed	
2. Acquisition/Construction Closing	
3. Construction Start	
4. Construction Completion	
5. All Tenants moved-in/House Sold	
6. Full Stabilization	
7. Refinance with Perm Financing/Repay THF	

THF Loan Repayment Source: _____

Marketing (Target Market Description, Comps, & Approach Strategy):

Development Team:

General Contractor (Name, Phone#): _____

Architect (Name, Phone): _____

Property Management (Name, Phone, Experience): _____

Borrower's Attorney (Name, Phone): _____

Borrower's Experience (Developing/renting/owning/operating similar properties – please be specific in number of units owned, rehabbed, leased, sold, and percentage rented/sold to low-income households):

Project Costs/Use of Funds:	**Amount:**
Acquisition Costs	$
Construction – Hard Costs	$
Construction – Soft Costs	$
Other	$
Other	$
Total Costs:	$

Source of Funds:	**Amount:**
The Housing Fund	$
Borrower's Equity	$
Other	$
Other	$
Total Sources (must equal Total Costs)	$

Please include the following *(check box if included)*:

- ☐ Detailed Construction budget *(and construction contract, if available)*
- ☐ Operating Projections *(3-5 years)* for rental/leased properties
- ☐ Permanent Financing Plan – Evidence that a take-out lender is engaged and/or committed *(provide LOI or term sheet)*
- ☐ Copy of Plans/Specs
- ☐ Personal Financial Statement and 2 years' Tax Returns for all partners/guarantors
- ☐ Real Estate Schedule – including property type, address, value, mortgage amount, net income, DSCR
- ☐ Two years' of Financials *(Audited, Tax Returns, or internal financial statements)*
- ☐ Environmental Reports *(if available)*
- ☐ Organizational Documents
  - ✓ IRS Determination Letter (501c3)
  - ✓ Articles of Organization
  - ✓ Operating Agreement
  - ✓ Certificate of Resolution providing Authorization for Individuals to enter into a Debt Transaction and Sign on Behalf of the Business Entity
- ☐ Any Additional Supporting Documents
- ☐ Application Fee *(see below schedule)*

Development Loan Application Fee - FY25

Loan Requests:	Up to $500,000	$500,000-$1,000,000	$1,000,000-$2,000,000	Over $2,000,000
Non-profit borrowers	$750	$1,000	$1,250	$2,500
For-profit borrowers	$1,000	$1,250	$1,500	$3,000

Please answer the following questions:

1. Have you ever filed for Bankruptcy?

   ☐Yes ☐No

2. Are you a partner or officer in any other venture?

   ☐Yes ☐No

3. Are you a defendant in any suit or legal action?

   ☐Yes ☐No

4. Are there any judgements against you?

   ☐Yes ☐No

5. Have you ever been convicted of a Felony?

   ☐Yes ☐No

6. Are you or any member of your family related to anyone who works for The Housing Fund or its Board of Directors?

   ☐Yes ☐No

By signing below, you certify that the information provided in this application and on all accompanying financial statements are true and correct. Applicant acknowledges that representations made in this Application will be relied on by The Housing Fund (THF) in its decision to grant such credit. THF is authorized to make all inquiries deemed necessary to verify the accuracy of the information contained herein and to determine the creditworthiness of the Applicant, whether personal, business, or otherwise. THF is further authorized to verify credit history with Credit Reporting Agencies and any other sources THF may deem necessary concerning credit, whether personal, business or otherwise, or employment. Applicant will promptly notify THF of any subsequent changes which would affect the accuracy of this Statement. THF is further authorized to answer any questions about THF's experience with the Applicant. Applicant is aware that any knowing or willful false statements regarding the value of the above property for purposes of influencing the actions of the THF can be a violation of Federal Law 18 U.S.C Sec. 1014 and may result in a fine or imprisonment or both.

Signature of Applicant Date Signed

Contact The Housing Fund at 615-780-7000 with questions or for technical assistance.

THE HOUSING FUND 1009 Gallatin Pike South | Madison, Tenn. 37115	PERSONAL FINANCIAL STATEMENT

Unless otherwise indicated below, this Financial Statement is provided in connection with a transaction where the Applicant is to be the sole borrower or sole guarantor, as applicable, and the information provided below is with respect to the sole assets and sole liabilities of the Applicant.

PLEASE COMPLETE FULLY

FINANCIAL CONDITION AS OF _____ 20_____

Name	Social Security #
Address	Birthdate
City/State	Time at Residence
Telephone #	Mobile Telephone #
Present Employer	Position
Employer's Address	Time at Employer
City/State	Business Telephone #

PERSONAL BALANCE SHEET

ASSETS	AMOUNT	LIABILITIES	AMOUNT
Checking Account (Schedule A)		Credit Cards Payable (Schedule F)	
Savings Account, CD's (Schedule A)		Real Estate Mortgages (Schedule C)	
Stocks/ Bonds/Mutual Funds (Schedule B)		Automobile Loans (Schedule G)	
Real Estate (Schedule C)		Other Notes Payable (Schedule G)	
Automobiles (Schedule G)		All Other Liabilities (Schedule G)	
Cash Value Life Insurance (Schedule D)		**TOTAL LIABILITIES**	
Accounts & Notes Receivable (Schedule E)		**NET WORTH (TOTAL ASSETS TOTAL LIABILITIES)**	
Household & Personal Assets (Schedule G)			
All Other Assets (Schedule G)		**TOTAL LIABILITIES AND NET WORTH**	
TOTAL ASSETS			

SOURCES OF INCOME & CONTINGENT LIABILITIES

SOURCES OF INCOME	AMOUNT	CONTINGENT LIABILITIES	AMOUNT
Salary		As Endorser, Co-maker or Guarantor	
Bonus and Commissions		On Leases or Contracts	
Dividends / Interest		Suits or Legal Claims Against You	
Real Estate Income		Past Due Tax Obligations	
Other Income		Letters of Credit/Surety Bonds	
TOTAL		**TOTAL**	

PLEASE COMPLETE THE FOLLOWING SCHEDULES

SCHEDULE A: CHECKING ACCOUNTS, SAVINGS ACCOUNTS, AND CDs *(Attach a separate schedule if more space is needed)*

Name of Bank or Credit Union	Account Number	Date Opened	Present Balance

SCHEDULE B: STOCKS, BONDS, AND MUTUAL FUNDS *(Attach a separate schedule if more space is needed)*

No. of Shares or Bond Amt.	Description	In Whose Name(s) Registered	Cost	Market Value	L = Listed U = Unlisted

SCHEDULE C: REAL ESTATE OWNED *(Attach a separate schedule if more space is needed)*

Property Address	Type of Property	Present Value	Source of Valuation	Mortgages & Other Liens	Cost	Annual Payments	Available Equity	Net Rental Income

SCHEDULE D: LIFE INSURANCE *(Attach a separate schedule if more space is needed)*

Name of Life Insurance Co.	Amount of Policy	Beneficiary(s)	Annual Premium	Cash Value	Loans Against Cash Value	Interest Rate	Annual Payments

SCHEDULE E: NOTES, REAL ESTATE CONTRACTS, & MORTGAGE RECEIVABLES *(Attach separate schedule if more space needed)*

Name of Payer	Original Amount	Present Balance	Total Annual Payments	Collateral	Value of Collateral	Source of Valuation	Debt Against Contract	Total Annual Payments

SCHEDULE F: CREDIT CARD PAYABLES *(Attach a separate schedule if more space is needed)*				
Name of Issuer	Account Number	Credit Limit	Present Balance	Monthly Payment

SCHEDULE G: AUTOMOBILES, PERSONAL PROPERTY, ALL OTHER ASSETS & LIABILITIES *(Attach a separate schedule if more space is needed)*						
Type of Asset	Cost	Present Value	Source of Valuation	Debt Against this Asset	Debt Owed to	Annual Payments

GENERAL INFORMATION

		Explanation:
Have you ever filed for Bankruptcy?	☐ Yes ☐ No	
Are you a partner or officer in any other venture?	☐ Yes ☐ No	
Are you a defendant in any suit or legal action?	☐ Yes ☐ No	
Have you any judgments against you?	☐ Yes ☐ No	
Have you ever been Convicted of a Felony?	☐ Yes ☐ No	

By signing below, you certify that the information provided in this statement is true and correct. So long as you owe any sums to The Housing Fund (THF), you agree to give THF prompt written notice of any material change in your financial condition and upon request you agree to provide THF with an updated personal financial statement. THF is authorized to retain this personal financial statement whether or not credit is approved and is further authorized to verity your credit and employment history or any other information in this statement. This application does not obligate THF to make any loan even if you meet the normal standards THF considers in determining whether to approve or deny the application.

Applicant's Signature Date

Authorization to Release Information

Authorization is hereby granted to **The Housing Fund, Inc.**, hereinafter referred to as "Lender," and the mortgage guaranty insurer (if applicable), to verify my past and present employment earnings records, bank accounts, stock holdings, and any other financial assets needed to process my mortgage loan application. I further authorize Lender and the mortgage guaranty insurer (if applicable), to order a consumer credit report and verify other credit information including past and present mortgage and personal/professional references. It is understood that a photocopy of this form will also serve as authorization.

Information obtained is only to be used in the processing of my application for a mortgage loan or as part of the Lender's and mortgage guaranty insurer's quality control program.

I/We authorize you to provide to Lender, to any investor to whom Lender may sell my mortgage, and the mortgage guaranty insurer (if applicable), any and all information and documentation that they request. Such information includes, but is not limited to, employment history and income; bank, money market, and similar account balances; credit history; and copies of income tax returns.

Lender, any investor that purchases the mortgage, and the mortgage guaranty insurer (if applicable) may address this authorization to any party named in the loan application.

Mortgage guaranty insurer (if any): _____

Privacy Act Notice: Information to be obtained will be used by the lender and any federal agency insuring, guaranteeing or purchasing the mortgage to determine whether you qualify as a prospective borrower under the lender's and the agency's underwriting standards. The information will not be disclosed outside the lender and federal agency without your consent except to the person or company verifying the information including, but not limited to, your employer, bank, lender and any other credit reference as needed to verify other credit information and as permitted by law. You do not have to give us this information, but if you do not, your mortgage loan application may be delayed or rejected. The information we will obtain is authorized by Title 38, U.S.C., Chapter 37; and 12 U.S.C., Section 1701 et. Seq. (if HUD/FHA).

Right to Financial Privacy Act: I acknowledge this is notice to me as required by the right to financial privacy act of 1978 that the veterans administration (in the case of a VA loan) or department of housing and urban development (in the case of an FHA loan) has a right of access to financial records held by financial institutions in connection with the consideration or administration of assistance to me/us. Financial records involving my/our transactions will be available to the VA (in the case of a VA loan) or to HUD (in the case of an FHA loan) without further notice or authorization but will not be disclosed or released to another government agency or department without my/our consent, except as required or permitted by law.

CERTIFICATION FOR ALTERNATIVE DOCUMENTATION PROGRAMS

The undersigned certify the following:

1. I/We have applied for a mortgage loan from **The Housing Fund, Inc.**, hereinafter referred to as "Lender." In applying for the loan, I/We completed a loan application containing various information on the purpose of the loan, the amount and source of the down payment, employment and income information, and assets and liabilities. I/We certify that all of the information is true and complete. I/We made no misrepresentations in the loan application or other documents, nor did I/We omit any pertinent information.

2. I/We understand and agree that the Lender reserves the right to change the mortgage loan review process to a full documentation program. This may include verifying the information provided on the application with the employer and/or the financial institution.

3. I/We fully understand that it is a Federal crime punishable by fine or imprisonment, or both, to knowingly make any false statements when applying for this mortgage, as applicable under the provisions of Title 18, U.S. Code, Section 1014.

Applicant's Signature	Date	Social Security Number
Applicant's Signature	Date	Social Security Number

Customer Privacy Statement

Our top priority is to provide you, our customer, with outstanding products and services.
This notice provides information to you about how we collect, disclose, and protect "nonpublic personal information" we obtain about you during the course of our doing business together. When the term "nonpublic personal information" is used in this notice, we mean personally-identifiable information that is not publicly available.

Information we may collect. We collect nonpublic personal information about you from the following sources:

- Information we receive from you on loan applications and related forms which may include your address, telephone number, employment, assets, income, debt, etc.
- Information about your transactions with us, our affiliates, or others.
- Information we receive from a consumer-reporting agency, banks, appraisers, your property insurance coverage and employers.

Our disclosure policy. We do not disclose any nonpublic personal information about our customers or former customers to anyone except as permitted by law.

We may disclose all information we collect, as described above, about our customers and former customers to third parties that perform services and functions, including marketing services, on our behalf. For example, we may disclose information about you to third parties that assist us in servicing or maintaining your loan account, such as billing you for loan payments. We may also disclose information about you to governmental entities, such as sending customer reports to our funding agencies, and to other third parties such as credit bureaus, or in response to subpoenas; however, **we do not sell customer information to non-affiliated third parties for marketing purposes.**

How we protect your information. We restrict access to nonpublic personal information about you to those employees who need to know that information to provide products or services to you. We maintain physical, electronic, and procedural safeguards that comply with government regulations to guard your nonpublic personal information. To protect our customer's privacy, we only work with companies that agree by contract to maintain strong confidentiality protections and limit the use of information we provide. We do not permit these companies to sell to third parties the information we provide to them.

This policy may change. We reserve the right to change our privacy policy notice from time to time without prior notice to you, unless law requires prior notice.

Please call if you have any questions as your privacy and our professional ethics are very important to us.

By Signing below, the Applicant declares that he/she has read and understands the above statement.

Signature of Applicant Date Signed