

# TIOGA FRANKLIN INVESTOR CREDIT APPLICATION



320 East Girard Avenue  
Philadelphia, PA 19125  
(215) 423-8012 F (215) 423-8014

<b>Amount of Loan Request</b>	
<b>Purpose of the loan</b>	
<b>Date of loan request</b>	

	1	2	3
<b>Borrower Name(s)</b>			
<b>Owner Name(s) if Borrower is not an individual</b>			
<b>Ownership percentage</b>			
<b>Address- Number and street</b>			
<b>Address- City, State and ZIP</b>			
<b>Home or business phone number</b>			
<b>Business Phone</b>			
<b>E-mail address</b>			
<b>Social Security or EIN Number</b>			
<b>Are there any outstanding judgements against you?</b>			
<b>Have you declared bankruptcy in the past 7 years?</b>			
<b>Are you a party to a lawsuit?</b>			
<b>Have any loans you have been a party to gone into foreclosure or default?</b>			
<b>Are you a U.S. Citizen?</b>			
<b>Are you a permanent resident alien?</b>			

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## BACKGROUND INFORMATION ON THE PRINCIPALS

Please provide a summary of your background and training/education

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Please provide a summary of your background and expertise regarding Real Estate

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Explain how the properties are/or will be managed

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Please provide the name, address and phone number of any attorney you may be using for this loan

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Please provide the name, address and phone number of your accountant

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## ACKNOWLEDGEMENT AND AGREEMENT

Each of the undersign specifically represents to the lender, the lender's actual or potential agents and representatives, successors and assignees and acknowledges that: (1) the information provided in this application is true and correct as of the date set forth in this application next to my signature and that intentional or negligent misrepresentations of this information contained in this application may result in civil or criminal \ liability, or both; (2) that by affixing your signature to this application you acknowledge that the lender, its agents, brokers, assignees and successors may verify or re-verify any information contained in this application or obtain any information or data relating to this application of the Loan if granted, for any legitimate business purpose through any sources, including a source named in this application or a consumer reporting agency.

**Borrower Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Borrower Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Borrower Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

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## INFORMATION CHECKLIST

The following check list contains information typically required to process and approve a Real Estate Investor loan. Please use the schedules contained in this application when possible.

### **Completed** Loan Application (Attached)

Two most recent years' business tax returns (all schedules) unless sole proprietor

Rent Roll(s) Required for Multi-tenanted properties

Leases for Properties to be financed

Property Income and Expense worksheet (Form Attached)

Global RE Portfolio Summary including all properties (Form Attached)

### **Completed** Personal Financial Statement for applicants/ guarantors (Form attached)

Two most recent Years' personal tax returns (all schedules)

Most recent year W-2 for applicants/ guarantors

**PERSONAL FINANCIAL STATEMENT AS OF \_\_\_\_\_**  
 SUBMITTED TO: FRANKLIN TIOGA SAVINGS BANK

**PERSONAL INFORMATION**

<b>APPLICANT (NAME)</b>				<b>CO-APPLICANT (NAME)</b>			
Employer				Employer			
Address of Employer				Address of Employer			
Business Phone No.	No. Of Years with Employer	Title/Position		Business Phone No.	No. of Years with	Title/Position	
Name of previous employer & position (if with current employer less than 3 yrs.)			No. of Yrs.	Name of previous employer & position (if with current employer less than 3 yrs.)			No. of Yrs.
Home Address				Home Address			
Home Phone No.	Social Security No.	Date of Birth		Home Phone No.	Social Security No.	Date of Birth	
Name, Phone No. of your Accountant				Name, Phone No. of your Accountant			
Name, Phone No. of your Attorney				Name, Phone No. of your Attorney			
Name, Phone No. of your Investment Advisor/Broker				Name, Phone No. of your Investment Advisor/Broker			
Name, Phone No. of your Insurance Advisor				Name, Phone No. of your Insurance Advisor			

**Cash Income & Expenditures Statement For Year Ended \_\_\_\_\_ (Omit cents)**

ANNUAL INCOME		AMOUNT (\$)	ANNUAL EXPENDITURES		AMOUNT (\$)
Salary (applicant)		\$	Federal Income and other taxes		\$
Salary (co-applicant)			State Income and other taxes		
Bonuses & Commissions (Applicant)			Rental Payments, Co-op, or Condo Maintenance		
Bonuses & Commissions (co-applicant)			Mortgage payments	Residential	
Rental Income			Property Taxes	Investment	
Interest Income			Interest & Principal Payments on Loans	Residential	
Dividend Income			Insurance	Investment	
Capital Gains			Investments (including tax shelters)		
Partnership Income			Alimony/Child Support		
Other Investment Income			Tuition		
Other Income (List)**			Other Living Expenses		
			Medical		
			Other Expense (List)		
<b>TOTAL INCOME</b>		\$	<b>TOTAL EXPENDITURES</b>		\$

Any significant changes expected in the next 12 months?  Yes  No (If yes, attach information).

\*\* Income from alimony, child support, or separate maintenance income need not be revealed if the applicant or co-applicant does not wish to have it considered as a basis for repaying this obligation.

**Balance Sheet as of \_\_\_\_**

ASSETS		AMOUNT (\$)	LIABILITIES		AMOUNT (\$)
Cash in this Bank (Including money market accounts, CDs)			Notes Payable to this Bank		
			Secured		
Cash in Other Financial Institutions (List) (including money market accounts, CDs)			Unsecured		
			Notes Payable to Others (Schedule E)		
			Secured		
			Unsecured		
			Accounts Payable (including credit cards)		
			Margin Accounts		
Readily Marketable Securities (Schedule A)			Notes Due: Partnership (Schedule D)		
Non-Readily Marketable Securities (Schedule A)			Taxes Payable		
Accounts and Notes Receivable			Mortgage Debt (Schedule C)		
Net Cash Surrender Value of Life Insurance (Schedule B)			Life Insurance Loans (Schedule B)		
Residential Real Estate (Schedule C)			Other Liabilities (List):		
Real Estate Investments (Schedule C)					
Partnerships / PC Interests (Schedule D)					
IRA, Keogh, profit-sharing & Other Vested Retirement Accts.					
Deferred Income (number of years deferred ____)					
Personal Property (including automobiles)					
Other Assets (List):					
			<b>TOTAL LIABILITIES</b>		
			<b>NET WORTH</b>		

CONTINGENT LIABILITIES	YES	NO	AMOUNT
Are you a guarantor, co-maker, or endorser for any debt of an individual, corporation, or partnership	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____ no _____
Do you have any outstanding letters of credit or surety bonds?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____ no _____
Are there any suits or legal actions pending against you?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____ no _____
Are you contingently liable on any lease or contract?	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____ no _____
Are any of your tax obligations past due?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ _____ no _____
What would be your total estimated tax liability if you were to sell your major assets?			\$ _____
If yes for any of the above, give details:			

SCHEDULE A – ALL SECURITIES (including non-money market mutual funds)							
No. of Shares (Stock) or Face Value (Bonds)	DESCRIPTION	OWNER(S)	WHERE HELD	COST	CURRENT MARKET VALUE	PLEDGED	
						YES	NO
READILY MARKETABLE SECURITIES (including U.S. Governments and Municipals)*							
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
NON-READILY MARKETABLE SECURITIES (closely held, thinly traded, or restricted stock)							

						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>

\* If not enough space, attach a separate schedule or brokerage statement and enter totals only.

**Schedule B – Insurance**

**Life Insurance** (Use additional sheet if necessary)

Insurance Company	Face Amount of Policy	Type of Policy	Beneficiary	Cash Surrender Value	Amount Borrowed	Ownership

Disability Insurance	Applicant	Co-Applicant
Monthly Distribution if Disabled		
Number of Years Covered		

**Schedule C – Personal Residence & Real Estate Investments, Mortgage Debt (majority ownership only)**

Personal Residence Property Address	Legal Owner	Purchase		Market Value	Present Loan Balance	Interest Rate	Loan Maturity Date	Monthly Payment	Lender
		Year	Price						
Investment Property Address	Legal Owner	Purchase		Market Value	Present Loan Balance	Interest Rate	Loan Maturity Date	Monthly Payment	Lender
		Year	Price						

**Schedule D – Partnerships (less than majority ownership for real estate partnerships)\***

Type of Investment	Date of Initial Investment	Cost	Percent Owned	Current Market Value	Balance Due on Partnerships: Notes, Cash Call	Final Contribution Date
Business/Professional (indicate name):						
Investments (Including Tax Shelters):						

\* **NOTE:** For investments which represent a material portion of your total assets, please include the relevant financial statements or tax returns, or in the case of partnership investments or S-corporations, Schedule K-1S.

**Schedule E – Notes Payable**

Due to	Type of Facility	Amount of Line	Secured		Collateral	Interest Rate	Maturity	Unpaid Balance
			Yes	No				
			<input type="checkbox"/>	<input type="checkbox"/>				
			<input type="checkbox"/>	<input type="checkbox"/>				

**Please Answer The Following Questions:**

1. Income tax returns filed through (date): \_\_\_\_\_. Are any returns currently being audited or contested?  yes  no  
If yes, what year(s)? \_\_\_\_\_
2. Have (either of) you or any firm in which you were a major owner ever declared bankruptcy?  yes  no  
If yes, please provide details: \_\_\_\_\_
3. Have you drawn a will?  yes  no  
If yes, please furnish the name of the executor(s) and year will was drawn: \_\_\_\_\_
4. Number of dependents (excluding self) and relationship to applicant: \_\_\_\_\_
5. Have you ever had a financial plan prepared for you?  yes  no
6. Did you include two years federal and state tax returns?  yes  no
7. Do (either of) you have a line of credit or unused credit facility at any other institution(s)?  yes  no  
If so, please indicate where, how much, and name of banker: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Do you anticipate any substantial inheritances?  yes  no  
If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_

**Representations, Warranties and Authorizations:**

This personal statement is provided to the Bank in support of an application for (check one):

- Individual Business Credit (applicant);
- Joint Business Credit (applicant/co-applicant);
- Personal Guarantee of the business obligations of another person or entity

The information contained in this statement is provided to induce you to extend or to continue the extension of credit to the undersigned or to others upon the guarantee of the undersigned. The undersigned acknowledge and understand that you are relying on the information provided herein in deciding to grant or continue credit or to accept a guarantee thereof. Each of the undersigned represents, warrants and certifies that the information provided herein is true, correct and complete. Each of the undersigned agrees to notify you immediately and in writing of any change in name, address, or employment and of any material adverse change (1) in any of the information contained in this statement or (2) in the financial condition of any of the undersigned or (3) in the ability of any of the undersigned to performed its (or their) obligations to you. In the absence of such notice or a new and full written statement, this should be considered as a continuing statement and substantially correct. If the undersigned fail to notify you as required above, or if any of the information herein should prove to be inaccurate or incomplete in any material respect, you may declare the indebtedness of the undersigned or the indebtedness guaranteed by the undersigned, as the case may be, immediately due and payable. You are authorized to make all inquiries you deem necessary to verify the accuracy of the information contained herein and to determine the credit-worthiness of the undersigned. The undersigned authorize any person or consumer reporting agency to give you any information it may have on the undersigned. Each of the undersigned authorizes you to answer questions about your credit experience with the undersigned. As long as any obligation or guarantee of the undersigned to you is outstanding, the undersigned shall supply annually an updated financial statement. This personal financial statement and any other financial or other information that the undersigned give you shall be your property.

**Notice Regarding USA Patriot Act:** The Bank complies with Section 326 of the USA Patriot Act. This law mandates that we obtain and verify certain information about you, including your name, legal address, date of birth and social security or tax identification number, while processing your account application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant/Guarantor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant/Guarantor's Signature  
(if you are requesting the financial accommodation jointly)

## Real Estate Investor Portfolio

**Customer name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**As of Date:** \_\_\_\_\_

<u>Property Address/Owning Entity</u>	<u>Ref #</u>	<u>Ownership %</u>	<u># of Units</u>	<u>Occupancy (%)</u>	<u>Property Value</u>	<u>Total Commitments/ Loan Balances</u>	<u>Lending Institution</u>	<u>Monthly Loan Payment</u>	<u>Monthly Rent</u>	<u>Annual Property Expenses**</u>
	1									\$0
	2									\$0
	3									\$0
	4									\$0
	5									\$0
	6									\$0
	7									\$0
	8									\$0
	9									\$0
	10									<u>\$0</u>
	11									\$0
	12									\$0
	13									\$0
	14									\$0
	15									\$0
	16									\$0
	17									\$0
	18									<u>\$0</u>
	19									\$0
	20									\$0

\*\*Include all taxes, insurance, repairs & maintenance, utilities, condo fees (if any), management/commission fees (if any) and advertising From REIncExp\_Exist.