



**Los Angeles**  
Wilshire Financial Tower  
3600 Wilshire Blvd., Suite 1510  
Los Angeles, CA 90010  
Tel. (213) 382-6600  
Fax (213) 382-2096

**Las Vegas**  
Tel. (702) 989-8699  
Fax (702) 270-2125

# CASE SUMMARY

Client: \_\_\_\_\_ Partner: \_\_\_\_\_

## A. OWNER INFO

Owner (Key Principal): \_\_\_\_\_ Co-Owner: \_\_\_\_\_

Multiple Owners \_\_\_\_\_

Cell: \_\_\_\_\_ Work: \_\_\_\_\_ Hm: \_\_\_\_\_

Company Name: \_\_\_\_\_ Owner eMail: \_\_\_\_\_

Company Address: \_\_\_\_\_

Property Name: \_\_\_\_\_ Is the borrower a single asset entity: \_\_\_\_\_ Y/N

Property Address: \_\_\_\_\_

NOD has been served: \_\_\_\_\_ Y/N Is there a sale date: \_\_\_\_\_ Y/N Sale date: \_\_\_\_\_

## B. PROPERTY INFO

Property Type: \_\_\_\_\_  
Multi-Family / Office / Industrial / Retail / Anchored Retail / Unanchored Retail / Warehouse

Purchase Date: \_\_\_\_\_ Purchase Price: \_\_\_\_\_

Estimated Value of Property: \_\_\_\_\_ Months behind: \_\_\_\_\_ Months

How many units: \_\_\_\_\_ Occupancy %: \_\_\_\_\_ How many units are vacant: \_\_\_\_\_

How long are the leases: \_\_\_\_\_ What is the real estate tax bill for last year: \_\_\_\_\_

What Expenses do the tenants pay: \_\_\_\_\_ Assessors Parcel #: \_\_\_\_\_

Are taxes fully assessed at this time: \_\_\_\_\_ What is the property insurance bill for last year: \_\_\_\_\_

Are there any regulatory or deed restrictions conce\_is \_\_\_\_\_

If yes, please explain:

When was the property built: \_\_\_\_\_ When was it last renovated: \_\_\_\_\_

Amount of renovations: \_\_\_\_\_ What physical condition is the property in: \_\_\_\_\_

What is the dollar amount of any anticipated repairs: \_\_\_\_\_ Total Rentable Sq.Ft: \_\_\_\_\_

# of Parking Spaces: \_\_\_\_\_ If this is Assisted Living. How many total beds: \_\_\_\_\_

How many vacant beds: \_\_\_\_\_ If this is a Hotel/Motel, Is it a flag (Nationally recognized chain: \_\_\_\_\_ Y/N

If so, which: \_\_\_\_\_ Do you have a STAR report: \_\_\_\_\_ Y/N

What is the average Daily Room Rate (ADR): \_\_\_\_\_ How many rooms: \_\_\_\_\_

What extra services are available:

How long do you plan to keep this property: \_\_\_\_\_

**Owner Occupied Questions:**

What is the Nature of your business: \_\_\_\_\_

What type of products or services do you provide:

What is your geographical market area: \_\_\_\_\_

**Property Management Company:**

Is there a Management Company: \_\_\_\_\_ Y/N Name of Management Co: \_\_\_\_\_

Estimated Monthly Income for the Property:  Per Mo.

Estimated Monthly Expenses for this Property:  Per Mo.

Net Income:  Per Mo.

**C. LOAN INFORMATION:**

1<sup>st</sup> Lender: \_\_\_\_\_ Balance: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_

Call or due date: \_\_\_\_\_ Is there a Pre-Payment Penalty: \_\_\_\_ Y/N Payments behind: \_\_\_\_\_

2<sup>nd</sup> Lender: \_\_\_\_\_ Balance: \_\_\_\_\_ Monthly Payment: \_\_\_\_\_

Call or due date: \_\_\_\_\_ Is there a Pre-Payment Penalty: \_\_\_\_ Y/N Payments behind: \_\_\_\_\_

If behind – What caused the delinquency:

Briefly describe the terms of the loan for 1<sup>st</sup> Lender:

Briefly describe the terms of the loan for the 2<sup>nd</sup> Lender:

Is Hardship resolved: \_\_\_\_ Y/N

Any past credit issues on borrower/key principal we need to be aware of:

Have you or any of your company's ever been involved in bankruptcy or insolvency:

Are you or your business involved in any pending or prior lawsuits. If so, please explain:

How many properties do you own: \_\_\_\_\_

Are you behind on any of them: \_\_\_\_\_ Y/N

List Additional Properties that you own (Indicate which one's are behind) Insert address:

Property 1:	<input type="text"/>	Past Due	<input type="checkbox"/>
Property 2:	<input type="text"/>	Past Due	<input type="checkbox"/>
Property 3:	<input type="text"/>	Past Due	<input type="checkbox"/>
Property 4:	<input type="text"/>	Past Due	<input type="checkbox"/>
Property 5:	<input type="text"/>	Past Due	<input type="checkbox"/>
Property 6:	<input type="text"/>	Past Due	<input type="checkbox"/>

Additional Comments:

Clients Goals:

When is a good time for a Loan Officer to contact the client: \_\_\_\_\_