



*Direct Private Lenders Inc.*

125 N E Sherwood DR  
El Dorado, Arkansas 71731

Phone 501-255-2529 \*

Cell 870-818-6311

Fax 501-255-2529

Email nitehawk58@suddenlink.net

## Initial Loan Submission Checklist & Procedure!

Below is a list of items typically needed so that we can review your Project!

Attached Loan Profile (completely filled out!)      Please Fax to 501-255-2529  
Executive Summary or Business Plan -----E-Mail only, Please. No Hard Copies

~~~~~After Review, and if I have a Private Lender,~~~~~Then I will Send:~~~~~

- A Fee Agreement, for your review and Execution. **(Must be Returned in 48 Hrs)**
- I require a **\$4,950.00 Retainer Fee**, that is (A Credit ) **AT CLOSING ONLY**
- **I Require the Signed Fee Agreement, & Retainer, before your Project is submitted to any Direct Private Investor!**

Next: i will need:                      (SOME OF THE FOLLOWING MAY NOT APPLY) ?

1. Current detailed rent roll
2. Last three years of operating statements of property and current YTD operating statement
3. Purchase Contract and Escrow instructions (if applicable)
4. Personal financial statement
5. Business financial statement
6. Color Photos of property

---

*Please Do Not FAX more than 5 Pages MAX! to 501-255-2529*

It is imperative that we have the (above) necessary paperwork and information to submit to our Investors, so they can make an intelligent decision on issuing a LOI and Funding your Deal.

**We must have these. (There will be no exceptions!)**

**Commercial Loan Profile**

Project Name \_\_\_\_\_

Project Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Project Description \_\_\_\_\_  
\_\_\_\_\_

Gross Loan Amt.\$ \_\_\_\_\_ Property Value \$ \_\_\_\_\_

Minimum Net Loan Amount Required \$ \_\_\_\_\_ Do you have a signed Contract Y \_\_\_ N \_\_\_

As is Value \$ \_\_\_\_\_ Completed Value \$ \_\_\_\_\_

**Time Constraint on the Loan:** \_\_\_\_\_ **Reason** \_\_\_\_\_

**Exit Strategy: (How do you plan on paying off the Loan?):** \_\_\_\_\_

**Are you currently working with any Lender, Consultant, or Broker on this transaction: Yes \_\_\_ No \_\_\_**

\_\_\_\_\_ Refinance \_\_\_\_\_ Cash Out \_\_\_\_\_ Acquisition \_\_\_\_\_ Construction \_\_\_\_\_ Other

Date Purchased \_\_\_\_\_ Purchase Price \$ \_\_\_\_\_

Cost of Improvements \$ \_\_\_\_\_ Delinquent Taxes \$ \_\_\_\_\_

Terms Requested \_\_\_\_\_

Existing First Mortgage \$ \_\_\_\_\_ Date Due \_\_\_\_\_

Existing Second Mortgage \$ \_\_\_\_\_ Date Due \_\_\_\_\_

Purchase Price \$ \_\_\_\_\_ Down Payment \$ \_\_\_\_\_

**Do you want/Require V C Funding: Y \_\_\_ N \_\_\_ How much is Primary investing \$ \_\_\_\_\_**

Borrowing Entity \_\_\_\_\_

\_\_\_\_\_ Individual \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ LLC \_\_\_\_\_ Other

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Assets \$ \_\_\_\_\_ Liabilities \$ \_\_\_\_\_ Net Worth \$ \_\_\_\_\_

**Personal Guarantor**

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Address / City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Assets \$ \_\_\_\_\_ Liabilities \$ \_\_\_\_\_ Net Worth \$ \_\_\_\_\_

Gross Income \$ \_\_\_\_\_ Cash on Hand \$ \_\_\_\_\_

**What is Borrowers Cash Investment in this deal? \$** \_\_\_\_\_

**Are Additional Funds Available? Y N \$** \_\_\_\_\_

**Property Information:**

Annual Gross Income \$ \_\_\_\_\_ Annual Expenses \$ \_\_\_\_\_

Net Operating Income \$ \_\_\_\_\_

**Use of Proceeds**

1) \_\_\_\_\_ \$ \_\_\_\_\_

2) \_\_\_\_\_ \$ \_\_\_\_\_

3) \_\_\_\_\_ \$ \_\_\_\_\_

**Do you NEED ALL Closing Costs "Rolled" in to this Loan? YES NO**

Personal Credit Score \_\_\_\_\_

**Total \$** \_\_\_\_\_

Referring Broker: \_\_\_\_\_ Any Other Brokers? Y \_\_\_ N \_\_\_ How Many? \_\_\_\_\_

Company: Direct Private Lenders Inc.

Authorized Representative Of Borrower:  Yes \_\_\_ No

Signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / 2011

**This Loan Profile to be filled out and Signed by Client Only!**  
**J F Keefer**