

J F Keefer & Associates

Jim Keefer  
P.O. Box 772  
3503 Parnell Rd.  
El Dorado, Arkansas 71731  
Office 1-501-255-7436  
Fax 1-501-255-7436  
Email nitehawk58@suddenlink.net

### Broker's Procedure for Submitting Projects for Funding:

1. I Require an Executed, Non-Circumvent Agreement between us (**within 48 Hrs**) from Receipt thereof. Attached!

I pay you 30% of my Fee at Closing

2. I must have Direct Contact with the Client. (**I do not do Broker Chains**) **I require Clients Phone # and e-mail address** for submission of My Fee agreement! Reason, is(... **Most Fee Agreements are not Enforceable in a Court of Law!**

- **I Require a “Retainer Fee”, that is Refund-able if my Lenders will not Issue a LOI.**

3. Nothing gets Submitted to my Lenders until i Receive the **Executed Fee Agreement & Retainer from the Client. No Exceptions!**

4. If Requested Information is not Received within **5 Banking Days**, (Absent Reasonable Cause), I will DELETE the Complete Project, and wish them Well!

Please be advised that Clients that want to get their Project Funded will provide information the same day or within 2-3 days from Request.

- **Clients** that Do Not provide Complete information in a timely **Manner, Raise a Red FLAG That:**

A. They have No Money to Bring into the Project.

B. They have Bad Credit

C. Their Project is not Doable, and they are just Shopping!

5. I Do not work for Nothing, and I am not interested in Wasting my time on “Dreamers”

You contacted me because Apparently you do not have a Lender! If you do not wish to work under these Requirements, Please do not submit any Projects

**If Acceptable, Kindly Complete the Forms and Fax to 501-255-7436 & i look forward to working with you.**

Best Regards

Jim Keefer

*J F Keefer & Associates*  
*Financial Consultant*

*3503 Parnell Rd. El Dorado, AR. 71730*  
*Office 501-255-7436 Fax 501-255-7436*  
*Cell 870-818-6311*  
*email nitehawk58@cox.net*

**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: Jim Keefer Any Other Brokers? Y \_\_\_ N \_\_\_ How Many? \_\_\_

Company: J F Keefer & Associates

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

Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/2006

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

**J F Keefer**