



New Development Intake Form

(Any questions that don't apply please use N/A)

1. **Development Type:** _____

2. **Procuring Broker:** _____

3. **Company's Legal Name:** _____

4. **Address:** _____

City: _____

State, Zip, Country: _____

5. **State of Incorporation:** _____

6. **Primary Principal:** _____

% of Ownership: _____

Telephone Number: _____

Email Address: _____

7. **Secondary Principal:** _____

% of Ownership: _____

Telephone Number: _____

Email Address: _____

8. **Tertiary Principal:** _____

% of Ownership: _____

Telephone Number: _____

Email Address: _____

9. **Type of Project:** _____

10. Name of Project: _____

11. Street Address: _____

12. City, State, Country: _____

13. Consumer Base: _____

14. Supporting Industries: _____

15. Total Project Cost: _____

16. Equity Required: _____

17. Loan Amount Request: _____

18. Cap Rate/IRR: _____

19. Sponsor / Borrower Equity Contribution: _____

20. Is Purchase Contract in Place: _____

21. Purchase Price: _____

22. Earnest Money Paid: _____

23. Contract Expiration Date: _____

24. Land, Numbers of Acres (SF): _____

25. Is Project Fully Entitled: _____

26. Has the project received municipal approvals and permits? _____

27. Environmental Phase 1 Completed: _____

28. **Environmental Phase 2 Completed:** _____
29. **State or Local Tax Incentives:** _____
30. **Current "As Is" Property Value:** _____
31. **Percentage of Vacancy:** _____
32. **General Contractor-Constr. Manager:** _____
33. **Number of Construction Phases:** _____
34. **Site Development Cost:** _____
35. **Total Improvement Cost:** _____
36. **Time to Stabilization:** _____
37. **Expected Absorption Rate:** _____
38. **Total Completed Value:** _____
39. **Total Sq. Ft. of Buildings:** _____
40. **Number of Buildings:** _____
41. **Amount Invested by Borrower to Date:** _____
42. **Use of Funds:** _____
43. **Soft Costs:** _____
44. **Working Capital:** _____
45. **Contingency Amount:** _____

46. Interest Reserve: _____

47. Financing Costs: _____

48. Leasing Plan: _____

49. Property Management Company: _____

Please Attach the Following Forms, if Applicable:

- Proforma
- Survey of the Property
- Appraisal if provided
- Summary of Completed Projects
- Architectural Drawings
- Rent Roll
- Project Executive Summary
- P & S Agreement/ Lease
- Feasibility Studies
- Permits
- Market Comps

Comments: _____

I, the undersigned, as the primary principal(s), hereby declare that all factual information provided herein or in connection herewith is true, correct and complete to the extent possible, and all estimates are reasonable.

Authorized Signatory

Printed Name

Date