

Condo Questionnaire

This form is required for condominium projects and is used to assess project eligibility as part of the loan approval process.



Section 1: Borrower Information

Borrower Name:
Condo Project Name:
Condo Address (Street):
Condo Address (City, State, Zip):

Section 2: Condo Information

Monthly HOA fees assessed on the unit # above:	Total # Units:
Total Renter-Occupied Units:	Total Owner-Occupied Units:
% of units delinquent on HOA dues (60+ days):	% of Annual Budget for Capital Reserves & Deferred Maintenance:
% of Renter Units Currently Occupied:	% of units have been sold to owners:
% of square footage used for Commercial purposes:	Anticipated Completion Date (units & common areas):

Section 3: Questionnaire

A. Is the project fully completed (100%)?	<input type="radio"/> YES	<input type="radio"/> NO
B. Is the project subject to future phases or annexations?	<input type="radio"/> YES	<input type="radio"/> NO
C. Are the units within the project owned as fee simple estates?	<input type="radio"/> YES	<input type="radio"/> NO
D. Has control of the Homeowners Association (HOA) been transferred to the unit owners?	<input type="radio"/> YES	<input type="radio"/> NO
If yes, when?		
E. Does an individual or single entity own more than 10% of total units?	<input type="radio"/> YES	<input type="radio"/> NO
If yes, how many are owned?		

Section 3: Questionnaire (Continued)



F. Does the Condominium Association carry a master insurance policy?		<input type="radio"/> YES	<input type="radio"/> NO
If yes, Master Insurance Company Name:			
Agent Name:		Agent Phone:	
G. Does the project include any of the following: mobile homes, timeshares, co-ops, houseboats, rental pooling agreements, or common interest/community apartments where ownership is shared but units may be individually leased?		<input type="radio"/> YES	<input type="radio"/> NO
H. Was the project ever converted from a hotel, motel, or a similar type of property?		<input type="radio"/> YES	<input type="radio"/> NO
I. Are units permitted to be rented or leased for periods of 30 days or less?		<input type="radio"/> YES	<input type="radio"/> NO
J. Aside from association dues, does the condominium generate income from other sources?		<input type="radio"/> YES	<input type="radio"/> NO
If yes, does the income represent > 20% of total association income?			
K. Has the Homeowners Association (HOA) been involved in any litigation or bankruptcy proceedings?		<input type="radio"/> YES	<input type="radio"/> NO
If yes, please provide more details:			
L. Are there any restrictions on the owner's ability to rent or lease their unit?		<input type="radio"/> YES	<input type="radio"/> NO
If yes, please describe:			

Section 4: HOA Information

HOA Company Name:	
Company Address (Street):	
Company Address (City, State, Zip):	
Representative Name:	Representative Phone:
Representative Title:	Fee Charged:

Representative
Signature: _____

Date: _____

Title 18 U.S.C. 1014, provides in part that whoever knowingly and willfully makes or uses a document containing any false, fictitious, or fraudulent statement or entry, in any matter in the jurisdiction of any department or agency of the United States, shall be fined not more than \$1,000,000 or imprisoned for not more than 30 years or both. In addition, violation of this or others may result in debarment and civil liability for damages suffered by the Department.

