

Renovation Loan Permit Certification and Project Overview Form

Applicant Name:	Property Address:
Contractor Name:	Phone #: Contact:

The property listed above is subject to renovations. Lending guidelines require that all necessary permits and inspections be obtained from local municipality authorities prior to draws. Please fill in the requested information below:

Name of Municipality:				Estimated turn time for permits:		
Municipality Type: <input type="checkbox"/> County <input type="checkbox"/> Town <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Other _____						
PERMIT TYPE:	PERMIT REQUIRED?	INSPECTION REQUIRED?	LICENSE REQUIRED?	COST OF PERMIT?	COMMENTS/NOTES	
GEN BLDG PERMIT	Y / N	Y / N	Y / N	\$		
HVAC	Y / N	Y / N	Y / N	\$		
ROOFING	Y / N	Y / N	Y / N	\$		
ELECTRICAL	Y / N	Y / N	Y / N	\$		
PLUMBING	Y / N	Y / N	Y / N	\$		
NO PERMITS ARE REQUIRED <input type="checkbox"/> NAME & TITLE OF PERSON COMPLETING THIS SECTION: _____						

CONTRACTOR AND APPLICANT CERTIFICATION:

All required permits for the work being completed are disclosed above. Specialty licenses and required inspections will be provided to meet any Mold Remediation and/or Lead Base Paint specific requirements.

The following questions **MUST** be answered by the Contractor:

1. Is any of the work being completed deemed structural? Y / N
2. Does any of the work require the use of an Architect/Engineer? Y / N
3. Will the property be uninhabitable during the renovation? Y / N

If yes; please indicate the number of months or days the property will be uninhabitable. _____

(Note: On 203k Limited transactions, the property cannot be uninhabitable for more than 15 days.)

If home is deemed uninhabitable, borrower has an option to finance the subject property mortgage payments into the new loan amount. This is not a requirement. Borrower should contact their Loan Officer to discuss this option. If mortgage payments are not financed into the loan, borrower is aware that they will be responsible to pay their current rents and the new mortgage payment when due per the first payment letter. BWR Initials _____

Contractor is aware that permit(s) will be reimbursed for the actual costs per the paid invoice(s). I understand no draws can be made until all permits have been issued by the local or state municipality. Contractor Initials _____

BORROWER AND CONTRACTOR ACKNOWLEDGEMENT

Borrower Signature	Date:
Borrower Signature	Date:
Contractor Signature	Date:

LENDER CERTIFICATION:

Renovation Specialist confirms that they have made every effort to verify the permit requirements listed above with the local municipality.