



Gateway Community Development Fund, Inc.

Application for First Mortgage Loan

Date:

General Applicant Information

**Applicant Organization's
Legal Name**

Tax Identification Number

Street Address

City

State

Zip Code

Telephone Number

**Executive Director/
Owner of Company**

Contact Person & Title
(if different from above)

Contact Person E-mail

**Date of Incorporation of
Organization, if applicable**

Is your organization a: Nonprofit
 501(c)(3)
 For-Profit

**Primary Purpose
of Organization**

**Number of Properties/
Units Developed and/or
Owned by Applicant**

Number of Properties/Units
Managed by Applicant

**Other Housing-Related
Operations**
(please explain)

**Type of Housing
Owned/Managed**
(check all that apply)

Family
Elderly
Special Needs

**Type of Federal and/or
State Assistance Provided**

Property/Project Proposal

Property Address

**Legal Name of Property's
Owner Entity**

**Name of Current Property
Management Firm**

**Current Occupancy of
Property/ Occupancy
History for Past 24 Months**

**Council District &
Council Representative**

Complete the table below regarding the proposed unit mix of the property:

Unit Type	Rental Housing		For-Sale Housing	
	# of Income-Restricted Units	# of Market Rate Units	# of Income-Restricted Units	# of Market Rate Units
Studio				
1 Bedroom				
2 Bedroom				
3 Bedroom				
Other (specify size)				
Total Housing Units				
Commercial Space (specify details)				

What type and amount of operating or rental subsidy does the property receive, if any?

Describe Neighborhood, Including Conditions
**include photos of neighborhood surrounding the property*

**Current Debt on
Property and Entity(ies)
Holding Debt**

Purchase Price of Property
(if applicable)

**Estimated Cost to
Rehabilitate Property**
(if applicable)

Loan Amount Requested

**When was the property
last appraised?**

What is the appraised
value as is?

As rehabilitated?

**Anticipated Date Funds
Will be Needed**

Attachments

Please include the following documents with this application:

For the Applicant's Organization/Company:

1. Certificate of Incorporation and Certificate of Good Standing for applicant, dated within 6 months of application
2. Three years of financial statements (internal and audited, if available) or the applicant and operating budget for current year
3. Income tax return for prior fiscal year
4. Internal procedures for financial management of borrower
5. Listing of all properties owned and/or managed by applicant; indicate percentage owned by the applicant and the type and sources of financing for each property

For the Property:

1. Brief description and history of property
2. Project pro forma (including projected Sources and Uses of Funds)
3. Three most recent annual financial statements for the property and operating budget for current year
4. Income tax return for prior fiscal year
5. Site control documentation, site map, and address(es) for property
6. Brief description of the rehabilitation or capital improvements planned for the property, if applicable, and a scope of work and cost estimate, if available

The undersigned applicant does hereby represent and warrant that the information contained in this application, along with any attachments, is complete and correct. The undersigned authorizes Gateway Community Development Fund, Inc. to obtain credit and professional references and credit reports for the applicant.

The undersigned does hereby certify that, to the best of his/her knowledge, as of the date of this loan application, neither the undersigned, nor any of the officers, directors, trustees or affiliates (collectively, the "Undersigned"), has ever been convicted of, or pled guilty to, a felony of any kind.

Signature of Authorized Officer: _____

Date

Title:

Printed Name:

Applicant Organization: