



**Condo / HOA Questionnaire**  
**TO BE COMPLETED BY A REPRESENTATIVE OF THE HOA**

Requested by LendSure Mortgage Corp. 16959 Bernardo Center Drive, San Diego, CA 92128 888-553-6378

<b>Borrower Name:</b>	<b>Loan Number:</b>
<b>Subject Property Address:</b>	
<b>Project Name:</b>	
<b>Project Address:</b>	
<b>Subject Unit #:</b>	<b>Subject Phase #:</b>

**SECTION 1: Completion and Sales Information**

1.	What are this units/projects HOA Fees?	\$	
2.	What are the total number of units in the entire project?		
3.	What are the total number of units sold in the entire project?		
4.	How many total legal phases are in the project?		
5.	Is the project subject to additional phasing or add-ons?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6.	Are all phases complete including facilities & common areas and limited common elements? If no, describe incomplete areas:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7.	Are the unit owners in control of the Homeowner's Association?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8.	Date the unit owner's took control of the Homeowner's Association.	____/____/____	
9.	Total number of units in project that are owner occupied or 2 <sup>nd</sup> homes?		
	Total number of units in project that are tenant occupied?		
10.	Does any single entity own more than 10% of the total units (with the exception of the developer on new construction or new conversions) in a project consisting of greater than 20 units? More than 2 units in a project consisting of 5-20 units? More than 1 unit in a project consisting of 2-4 units?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**SECTION 2: Subject Phase (Complete only if the project consists of greater than one phase)**

11.	Which phase # is the subject property or specific unit located in?		
12.	What are the total number of units in the subject's phase?		
13.	What are the total number of units sold in the subject's phase?		
14.	Total number of units in subject phase that are owner occupied or 2 <sup>nd</sup> homes?		
	Total number of units in subject phase that are tenant occupied?		

**SECTION 3: Project Characteristics & Amenities**

15.	Does the subject allow short term rentals? If yes, does the project have on-site registration/check-in desk, cleaning/maid and or master telephone service(s)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
16.	Are there manufactured housing, timeshare/segmented ownership, houseboat, or cooperative housing units in this project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
17.	Does the project contain one or more units with less than 400 square feet of space? (not applicable for established projects)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
18.	What percentage of the total square footage of the project is used for non-residential or commercial purposes?		
19.	Does the HOA own or operate any business located inside the project? If yes, describe business?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
20.	Is the project on leased land? If yes, please attach a copy of the executed lease agreement to this questionnaire.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

21.	Are the units separately metered for electricity and gas?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
22.	Do the unit owners have sole interest in and rights to the use of all recreational facilities, common areas and limited common elements? If yes, are these common facilities owned solely by the project's HOA and/or Master Association?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>SECTION 4: Legal/Financial Information</b>			
23.	Provide the number of unit owners that are 60 days or more delinquent in their unit dues/assessments.		
24.	Is the HOA subject to current <b>OR</b> pending litigation with anyone for any reason (regardless of being named plaintiff or defendant)? If yes, describe in detail. Include nature of litigation, dollar amount and if insurance carrier has been engaged. Please attach any available documentation regarding litigation from attorney detailing the nature of the litigation, provide copy of filed court documents, current budget and any correspondence to homeowners regarding litigation.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
25.	Are any special assessments planned in the next year? If yes, provide below purpose of special assessment and approximate dollar amount to be collected and available payment plans.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
26.	Current amount in the replacement reserve account (not the operating account)?	\$	
27.	Is the reserve account kept separately from the operating account?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
28.	Are dual signatures required for check writing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
29.	Have there been any special assessments in the past 12 months? If yes, describe in the space below the purpose of the special assessment along with the total dollar amount.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
30.	Is the project located in a jurisdiction where common expense assessments will have priority over the mortgage lien for a maximum amount greater than 6 months? <b>Note:</b> If not in a jurisdiction that will allow greater than 6 months, lien priority is generally limited to 6 months.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Management/Budget/Financial Information</b>			
31.	Is there a check-in-desk/ registration desk for leased/rented units?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
32.	Does the budget include any rental income?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
33.	Are any services or amenities within the project provided by hotel motel or resort operator?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
34.	Is the budget adequate and provides for the funding of replacement reserves for capital expenditures and deferred maintenance (at least 10% of the budget), and provides adequate funding for insurance deductible amounts?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
35.	Does the Homeowner's Association have a management agreement which is reasonable (generally, a one year renewable term) and can be cancelled, with or without cause, by the HOA with no more than 90 days notice?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>SECTION 5: Insurance Information (Please do not enter "Contact Agent")</b>			
36.	Does the master hazard/dwelling policy include HO-6 endorsement or cover the interior of the units (including walls, flooring cabinetry)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
37.	Does the master property/hazard/dwelling policy include coverage for permanent changes, alterations, or upgrades (commonly known as betterments and improvements) made to an individual unit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
38.	If project has > 20 units, does the master hazard/dwelling policy include Fidelity Insurance coverage for anyone who either handles or is responsible for funds?"	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**CERTIFICATION**

The undersigned hereby certifies that to the best of his/her knowledge and belief that the information and statements contained on this form and any attachments are true and correct. The undersigned further represents that he/she is authorized by the Seller to provide this information on behalf of the Lender and is:

\_\_\_\_\_  
**Signature of Association Representative, Preparer Representative or Preparer**

\_\_\_\_\_  
**Name and Title of Association**

\_\_\_\_\_  
**Representative or Preparer's Company Name**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Date of Completion**

\_\_\_\_\_  
**Telephone Number**