

LOAN REQUEST CHECKLIST



ISB CAPITAL

1120 Nasa Parkway, Suite 206, Houston, TX 77058
Phone: (281) 333-2233 Fax : (281) 333-2239
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*The following items **MUST** be submitted in order to process your application:*

- Appraisal Fee
- Neighborhood Deed Restrictions (New Construction)
- Plans
- Earnest Money Contract
- Only one contract per lot
- Title company information - title company name, closer's name, phone number & fax number
- Only one title commitment per lot
- Lot pre-purchase checklist

Insurance information for your loan:

- Loan Request Form with the house model you will be building
- Proof of warranty structural eligibility/ coverage
- The property must be covered by hazard/ windstorm insurance for a minimum of six months
- If the loan requires an extension, insurance will be required for the extension period
- The insurance coverage must be greater than or equal to the total loan amount
- ISB Capital, LLC and its successors and/ or assigns must be listed as first mortgagee for the property
- Flood insurance may be required if the property is located in a floodplain

ISB Capital, LLC must receive evidence of insurance **BEFORE** your loan closes. Not providing this information **WILL** delay your closing.

You cannot close your loan without the following documents:

- Letter from the city and/ or county stating water and sewer are available for the property
- Evidence of insurance
- Acceptable appraisal (LTV cannot exceed 75%)
- Clear title commitment
- Survey

NEW CONSTRUCTION LOAN REQUEST



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BUILDER NAME: _____	HOME PHONE: _____
WORK PHONE: _____ CELL NUMBER: _____	FAX NUMBER: _____
PROPERTY ADDRESS: _____	
CITY: _____ STATE: _____	ZIP: _____
PLAN: _____	GARAGE: _____

TITLE COMPANY NAME: _____		
ADDRESS: _____		
CITY: _____	STATE: _____	ZIP: _____
PHONE: _____	FAX: _____	
CLOSER/S NAME: _____	CLOSING DATE: _____	

LOAN CALCULATION	
PROJECTED AS BUILT APPRAISED VALUE	
LOT PRICE	
BORROWER EQUITY (10% to be brought to closing)	
CLOSING COSTS AND FEES TO BE FINANCED (Not to exceed \$1000.00)	
CONSTRUCTION COST TO BE FINANCED	
SUB TOTAL (Cannot Exceed 75% LTV)	
ORIGINATION FEES TO BE FINANCED	
HANDLING FEES	
TOTAL LOAN AMOUNT	

NAME: _____	PHONE NUMBER: _____
<i>(of the person who will be meeting the appraiser)</i>	
PLEASE ATTACH THE FOLLOWING:	
<i>Appraisal Fee Payment (must be paid in advance)</i> <input type="checkbox"/> Credit Card <input type="checkbox"/> Electronic Check <input type="checkbox"/> Check Enclosed	
<input type="checkbox"/> Copy of Earnest Money Contract <input type="checkbox"/> Building Plans	
HOW DO YOU PLAN TO SELL THE PROPERTY:	
<input type="checkbox"/> Owner Financed <input type="checkbox"/> Conventional/ FHA Financing <input type="checkbox"/> B/C <input type="checkbox"/> Re-finance	

**AUTHORIZATION TO BILL
CREDIT CARD**



INVESTOR NAME: _____

PROPERTY ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

I hereby authorize ISB Capital, LLC to bill my credit card for the following:

AMOUNT: _____
(Please enter \$350.00 for each property financed)

CARD TYPE:
(circle one)

Mastercard Visa American Express Discover

REASON FOR PAYMENT:
(circle one)

Appraisal Fee Interest Payment Extension Fee Application Fee

NAME: _____
(as it appears on card)

ADDRESS: _____
(cardholder address)

ACCOUNT NUMBER:

EXPIRATION DATE: _____

VISA CODE: _____ **MC CODE:** _____ **AmEx CODE:** _____ **DISCOVER CODE:** _____

DATE: _____ **SIGNATURE:** _____