

### EXHIBIT D - CONDOMINIUM PROJECT QUESTIONNAIRE

Loan Number: \_\_\_\_\_ Applicant Name: \_\_\_\_\_  
 Unit Number: \_\_\_\_\_ Exposure: \_\_\_\_\_

Dear Association Representative:

In order to offer a mortgage to your member, and also for future purchasers in your project, we ask for your assistance. Please help us by completing and returning this form at your earliest convenience. Any officer of your association or management firm may respond. Completion of this form does not create any legal liability on the part of the preparer. This information is presented on behalf of the Home Owner's Association (HOA).

Legal name of Project: \_\_\_\_\_ Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ Size (sq.ft.): \_\_\_\_\_  
 Year Built/Converted: \_\_\_\_\_ Number of Buildings: \_\_\_\_\_  
 Number of Floors: \_\_\_\_\_ Number of Units: \_\_\_\_\_ Total Size (sq.ft.): \_\_\_\_\_  
 Number of Units Sold: \_\_\_\_\_ Number of Units Conveyed: \_\_\_\_\_ Owner Occupied: \_\_\_\_\_  
 Second Home: \_\_\_\_\_ Investor: \_\_\_\_\_ Units monthly HOA dues: \_\_\_\_\_  
 Number of 30 day delinquent units: \_\_\_\_\_ Amount: \_\_\_\_\_

#### Project Information

1. Is the project completed, including any commercial space, more than 5 units and 90% of units are conveyed to unit purchasers? Yes \_\_\_ No \_\_\_
2. Have the unit owners taken control of the HOA? Yes \_\_\_ No \_\_\_ Turnover Date \_\_\_\_\_
3. Does the project have a Fannie Mae PERS approval? Yes \_\_\_ No \_\_\_
4. Is the project a conversion of an existing building? Yes \_\_\_ No \_\_\_ Conversion Date \_\_\_\_\_
5. Is the project subject to additional phasing? Yes \_\_\_ No \_\_\_
6. Does any entity own more than 2 units? Yes \_\_\_ No \_\_\_ If yes, please provide the list.
7. Does the project have commercial space > 25% of total area? Yes \_\_\_ No \_\_\_  
 Commercial Square Footage: \_\_\_\_\_ Describe commercial space? \_\_\_\_\_
8. Is there a hotel at the same address or within the project? Yes \_\_\_ No \_\_\_
9. Does the project allow rentals less than 30 days or operation as a Condotel? Yes \_\_\_ No \_\_\_
10. Is there a reservation desk? Yes \_\_\_ No \_\_\_ Maid Service? Yes \_\_\_ No \_\_\_
11. Is the project subject to any timesharing agreement? Yes \_\_\_ No \_\_\_
12. Title is held: Fee simple \_\_\_ or Leasehold \_\_\_ (If leasehold provide copy of lease)
13. Are the units taxed individually? Yes \_\_\_ No \_\_\_
14. Are there any foreclosed units within the project? Yes \_\_\_ No \_\_\_ If yes, number \_\_\_\_\_
15. Does zoning prohibit the condominium from being reconstructed "as is" in the event of destruction? Yes \_\_\_ No \_\_\_

#### Legal

16. Is the Condo project or HOA involved in any current or pending litigation? Yes \_\_\_ No \_\_\_  
 Description: \_\_\_\_\_  
 Please describe the potential liability: \_\_\_\_\_
17. Are there Judgments or Mechanics Liens filed against the project or HOA? Yes \_\_\_ No \_\_\_
18. If a unit is taken over by foreclosure, is the lender liable for more than six months of delinquent HOA dues? Yes \_\_\_ No \_\_\_
19. Are there any deed or resale restrictions? Yes \_\_\_ No \_\_\_  
 If yes, please explain: \_\_\_\_\_
20. If the project is located in NY or NJ, are any of the units rent controlled or rent stabilized units? Yes \_\_\_ No \_\_\_  
 If yes, how many units? \_\_\_\_\_ Who is the owner of the rent controlled units? \_\_\_\_\_  
 What is the number of rent controlled/rent stabilized units available for sale? \_\_\_\_\_

## Loan Purchase Program Guide

### Finance

21. Are there loans outstanding to the project? Yes \_\_\_ No \_\_\_  
 Lender \_\_\_\_\_ Mortgage Balance \_\_\_\_\_ Monthly Payment \_\_\_\_\_
22. Are there any current special budget assessments? Yes \_\_\_ No \_\_\_  
 Describe: \_\_\_\_\_
23. Does the HOA maintain a separate reserve account for capital expenditures and maintenance? Yes \_\_\_ No \_\_\_ Balance \_\_\_\_\_
24. Does the HOA maintain separate bank accounts for the working account and the reserve account each with appropriate access controls in which funds are deposited and sends copies of the monthly bank statements directly to the HOA? Yes \_\_\_ No \_\_\_
25. If the project is managed by a management company, does the management company maintain separate records and bank accounts for each HOA that uses its services and the management company does not have the authority to draw checks on, or transfer funds from, the HOA reserve account? Yes \_\_\_ No \_\_\_
26. Does HOA require two members of the Board of Director's to sign any checks written on the reserve account? Yes \_\_\_ No \_\_\_

**Please provide us with a copy of the current year's operating budget and reserves for the Association and complete copy of the Audited Financial Statements for the past 2 years.**

### Insurance

27. Does the Association carry Fannie Mae compliant Flood Insurance? Yes \_\_\_ No \_\_\_
28. Does the Association have Fidelity Bond Coverage? Yes \_\_\_ No \_\_\_
29. Does the Association have General Liability Insurance? Yes \_\_\_ No \_\_\_
30. Does the Association have Earthquake Insurance? Yes \_\_\_ No \_\_\_
31. Does the Association have 100% replacement coverage on the building? Yes \_\_\_ No \_\_\_
32. Is the deductible greater than 5%? Yes \_\_\_ No \_\_\_
33. Does the Association carry Umbrella/Excess liability? Yes \_\_\_ No \_\_\_

Name/ Address/ Telephone number of insurance agency covering this condominium:

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**Please provide a copy of the insurance policy as an attachment.**

### Project Management

The project is managed by: Professional Agent \_\_\_ Co-op \_\_\_ Developer /Sponsor \_\_\_

**I hereby certify that to the best of my knowledge the above is true and correct.**

\_\_\_\_\_  
 Name/Title

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

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date