

MULTIFAMILY CONDUIT LOAN APPLICATION SUBMISSION CHECKLIST

Please follow this checklist to complete the application package. The application will be considered incomplete if any required item is missing. Further review will not resume until missing items are received.

1. Nonrefundable Loan Application Fee: \$250 for projects of 24 units or less and \$500 for projects of 25 units or more. Must submit the Fee Remittance Form found within this packet.
2. The Multifamily Loan Application with the WHEDA Loan Signatures tab executed. Application can be downloaded from the [WHEDA website](#) in Lending Partnerships under Multifamily Financing Forms.
3. Commitment Letter from the conduit lender.
4. Completed Conduit Bond Transaction Participant List.

CONDUIT BOND TRANSACTION PARTICIPANT LIST

1. Do you intend for the permanent mortgage to be purchased by Fannie or Freddie?

___ Yes ___ No

2. If financing is private placement, who is the bond purchaser and their counsel?

- a. Who is the bond purchaser?

Firm: _____

Contact Name: _____

Email: _____ Phone: _____

- b. Who is the bond purchaser's counsel?

Firm: _____

Contact Name: _____

Email: _____ Phone: _____

3. If financing is public sale, who is the bond underwriter/structuring agent?

Firm: _____

Contact Name: _____

Email: _____ Phone: _____

4. Who is the intended tax credit investor?

Firm: _____

Contact Name: _____

Email: _____ Phone: _____

5. Who is the tax credit investor's counsel?

Firm: _____

Contact Name: _____

Email: _____ Phone: _____



WHEDA

Tony Evers, Governor | Elmer Moore, Jr., CEO

A public body corporate and politic created under Chapter 234, Wisconsin Statutes