



Non-QM Loan HOA Questionnaire

Project Legal Name		Name of Preparer	
Subject Property		Title of Preparer	
Date Completed		Preparer's Email/Phone	

1. Building Type (subject property): Detached Attached

2. Has the homeowners' association been turned over to the unit owners? Yes No

If No, estimated date of transfer: _____

3. Is the project 100% complete, including all construction or renovation of units, common elements, and shared amenities for all project phases? Yes No

If No, complete lines a-c:

a. Is the project subject to additional phasing or annexation? Yes No

b. Is the subject legal phase 100% complete to buyer's preference (i.e. plumbing, electricity, sub-flooring and drywall)? Yes No

c. Are common areas and recreational facilities associated with the subject phase complete? Yes No

4. What's the monthly HOA Fee (subject property)? _____

5. Total number of phases: _____ Subject Phase #: _____

	Entire project	Subject phase
a. Total number of units		
b. Total number of units under contract for sale		
c. Total number of units sold		
d. Total number of units sold and under contract to investor owner		
e. Total number of units sold and under contract to owner-occupants		

6. Does the project contain any of the following?

a. Hotel/motel/resort activities, mandatory or voluntary rental pooling arrangements, or other restrictions on the unit owner's ability to occupy the unit Yes No

b. Manufactured homes Yes No

c. Mandatory fee-based memberships for use of project amenities or services Yes No

d. Supportive or continuing care for seniors or for residents with disabilities Yes No

7. Are all units owned fee simple or leasehold? Fee Simple Leasehold

8. Please indicate the highest number of units owned by a single entity owner in the project: _____

9. Is there any space that is used for nonresidential or commercial purposes? Yes No

If Yes, what percentage of the project? _____

10. If a unit is taken over in foreclosure or deed-in-lieu, is the mortgagee (lender) responsible for delinquent HOA dues? Yes No

If Yes, how many months? _____

11. Is there any pending litigation involving the homeowner's association? Yes No

If Yes, provide the copy of the complaint and any other document to indicate the litigation details and status.



12. Is the project a conversion? Yes No
If Yes, date of conversion: _____
13. Is the budget adequate and does it provide for the funding of replacement reserves for capital expenditures and deferred maintenance that is at least 10% of the budget? Yes No
14. If the unit owners in the project have the sole ownership interest in, and rights to the use of the project's facilities, common elements, and limited common elements? Yes No
15. Are more than 15% of the unit owners greater than 30 days delinquent in HOA dues (including special assessment, if any)? Yes No
If yes, the total number of unit owners greater than 60 days delinquent in HOA dues (including special assessment, if any): _____
16. Is there currently any significant deferred maintenance or physical obsolescence noted in the project? Yes No
17. When was the last building inspection completed? _____
If completed within the last three years, provide a copy of the report.
18. Are there any special assessments unit owners are obligated to pay? Yes No
If Yes, complete lines a-d:
a. Total amount of the special assessment(s) _____
b. Monthly payment _____
c. Terms of the special assessment(s) _____
d. Purpose of the special assessment(s) _____
19. Does the HOA own or operate a business or receive any non-incidentual business income? Yes No
If Yes, describe the business/income detail: _____
20. Does the project legal documents include any restrictions on the sale, which would limit the transfer of title? Yes No
If Yes, provide detail: _____