



COOPERATIVE COMMUNITY SET-UP PACKAGE

Thank you for your interest in partnering with Credit Human. As part of our account management, we require the following information to set up business partners in our system. Please complete this application and include all the listed documents applicable to your organization.

Please complete the attached co-operative community information sheet and provide the following documentation:

- Master proprietary lease**

- By-laws**

- Covenants, conditions and restrictions**

- Master recording deed**

- Operating agreement:** Only required for LLC's.

- OR**

- Articles of Incorporation:** Only required for corporations.

After completing this packet please return it with your tax returns or financials to **Dave Soper at DSoper@CreditHuman.com**. If you have any questions, please don't hesitate to contact me at 517-230-4126.



Co-op Community Info Sheet

Name of broker (lending): Kaiser Financial Services Inc

COOPERATIVE COMMUNITY INFORMATION

Company name _____ Date formed _____

Address _____ City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____ Manager _____

% of HOA delinquency (12 month average) _____%

HOA fees for members \$ _____/mo.

Co-op project is: Owned (Free and clear)
 Owned (If not free and clear provide name of lender) _____
 Other Please describe _____

Financial reserves \$ _____ Project improvement plans? Yes No If yes, describe: _____

Insurance carrier _____ Amount of general liability coverage \$ _____

Project common area amenities (Check all that apply)

- | | | | | |
|--|---------------------------------------|--|---------------------------------------|------------------|
| <input type="checkbox"/> Club House | <input type="checkbox"/> Shuffleboard | <input type="checkbox"/> Playground | <input type="checkbox"/> Tennis court | Utilities |
| <input type="checkbox"/> Swimming pool | <input type="checkbox"/> Golf course | <input type="checkbox"/> Marina/boat slips | <input type="checkbox"/> Other | |

OCCUPANCY INFORMATION

Type of site	Current # of units	Units 5 years ago	Units 10 years ago
Owner occupied			
Vacant			
Leased - non share			
RV			
Other			
Total			

SHARE INFORMATION

Cost of a share

Currently	5 years ago	10 years ago
Range	Range	Range
\$_____ to \$_____	\$_____ to \$_____	\$_____ to \$_____

If the cost of a share has increased from one year to the next please provide an explanation: _____

Please describe lender responsibility in the event of a foreclosure on lender financed property: _____

PROPERTY MANAGEMENT INFORMATION

Choose one: Owner's association Professional mgt. firm
 Other - Please describe: _____

Management company name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____ Manager _____

Signature: _____ Date: _____

By signing this document, your cooperative is acknowledging that Credit Human is an institutional lender.