



MSHDA
MICHIGAN STATE HOUSING
DEVELOPMENT AUTHORITY

735 E. Michigan Avenue
P.O. Box 30044
Lansing, MI 48909

APPLICATION FOR DISBURSEMENT OF MORTGAGE LOAN PROCEEDS

Date: _____
MSHDA No.: _____
Development: _____
Mortgagor: _____
Contractor: _____

APPLICATION NUMBER:

A. You are hereby requested to disburse funds in the total amount of \$ _____ in accordance with the provisions of the Building Loan Agreement dated _____ between the above Mortgagor and MSHDA. The requested disbursement is to be applied to the following line items in the commitment and paid to the following payees:

- | | | |
|----|--|----------|
| 1) | Description: _____ Payee: _____ Address: _____ | \$ _____ |
| 2) | Description: _____ Payee: _____ Address: _____ | \$ _____ |
| 3) | Description: _____ Payee: _____ Address: _____ | \$ _____ |
| 4) | Description: _____ Payee: MSHDA | \$ _____ |
| | TOTAL..... | \$ _____ |

A. The undersigned hereby certifies that all of the above items have been paid or are due and payable to the undersigned under the aforementioned Building Loan Agreement.

After disbursement of the amount requested the total amount of \$ _____ will have been disbursed from Mortgage Loan proceeds and the total amount of \$ _____ disbursed from the Mortgagor's cash escrow of funds required over and above Mortgage Loan proceeds, if any, to complete the development.

The undersigned further certifies that Hazard Insurance, as required under the Building Loan Agreement, is in full force and effect upon whatever improvements are now upon the mortgaged premises including, but not limited to, materials stored on the site for which disbursement is being requested. It is also certified that all prior work, labor, and materials to be paid pursuant to this Application for Disbursement of Mortgage Loan Proceeds, if any, are satisfactory and in accordance with contract documents.

(Date)

Mortgagor
By: _____
Its: _____

GENERAL CONTRACTOR'S REQUISITION

In accordance with the Construction Contract entered into regarding the subject development and the Trade Payment Breakdown, this requisition is submitted for the amount of \$_____ for work performed through _____ as itemized below.

- A. Total Structures and Land Improvements Completed To Date
(Use Amount Complete to Date) \$
- B. General Requirements: % of \$
(Use % Complete To Date) \$
- C. Builder's Overhead: % of \$
(Use % Complete To Date) \$
- D. Builder's Profit: % of \$
(Use % Complete To Date) \$
- E. Materials Stored On-Site
(Attach listing, as required by MSHDA) \$
- F. Total of Approved Change Orders to Date: \$
Total of Approved Change Orders Completed To Date: \$
(List Change Order Numbers, Amounts, requested Payment for each)
- G. Subtotal (G) \$
- H. Less 10% Retainage \$
- I. Less Escrow (if applicable) \$
- J. Subtotal (J) \$

- K. Bond Premium..... \$
Tap Fees..... \$
Permits..... \$
Other (describe)..... \$
- Subtotal (K) \$
- L. Subtotal (L) \$
- M. Less Previous Payments \$
- N. Net Amount Due \$

CERTIFICATE

The undersigned certifies that payments have been received in the total amount of \$_____ up to the date hereof on account of the Construction Contract regarding the subject development.

Contractor

(Date)

By: _____
Its: _____

DEVELOPMENT NAME:
 MSHDA NO.



735 E. MICHIGAN AVE ■ P.O. BOX 30044 ■ LANSING, MICHIGAN 48909

A. LIST HERE ON ALL OF THE ITEMS PER THE COST TRADE PAYMENT BREAKDOWN IN THE CONSTRUCTION CONTRACT. LIST WITH ASTERISK (*) THOSE ITEMS BEING DONE BY A MINORITY CONTRACTOR

| Line | AIA/CSI # | Trade Item | Amount of Contract | % Complete To Date | Amount Complete To Date | Amount Complete Last Month | Amount Complete This Month | DO NOT WRITE IN THIS SPACE FOR MSHDA USE |
|-------------------------|-----------|--|--------------------|--------------------|-------------------------|----------------------------|----------------------------|--|
| 1 | 020000 | Architectural Environmental Mitigation | | | | | | |
| 2 | 030000 | Building Concrete | | | | | | |
| 3 | 040000 | Masonry | | | | | | |
| 4 | 050000 | Metals | | | | | | |
| 5 | 061000 | Rough Carpentry | | | | | | |
| 6 | 062000 | Finish Carpentry | | | | | | |
| 7 | 072000 | Insulation | | | | | | |
| 8 | 073000 | Roofing | | | | | | |
| 9 | 074000 | Siding | | | | | | |
| 10 | 079000 | Caulking and Exterior Sealants | | | | | | |
| 11 | 081000 | Doors / Hardware | | | | | | |
| 12 | 085000 | Windows | | | | | | |
| 13 | 088000 | Glazing | | | | | | |
| 14 | 092000 | Gypsum Board | | | | | | |
| 15 | 093000 | Tiling | | | | | | |
| 16 | 095000 | Acoustical Ceilings | | | | | | |
| 17 | 096500 | Resilient Flooring | | | | | | |
| 18 | 096800 | Carpeting | | | | | | |
| 19 | 099000 | Painting | | | | | | |
| 20 | 100000 | Specialties | | | | | | |
| 21 | 110000 | Special Equipment | | | | | | |
| 22 | 113000 | Appliances | | | | | | |
| 23 | 122000 | Window Treatments | | | | | | |
| 24 | 123000 | Cabinets and Casework | | | | | | |
| 25 | 130000 | Special Construction | | | | | | |
| 26 | 142000 | Elevators | | | | | | |
| 27 | 210000 | Fire Protection | | | | | | |
| 28 | 220000 | Plumbing / Domestic Hot Water | | | | | | |
| 29 | 230000 | HVAC | | | | | | |
| 30 | 260000 | Electrical | | | | | | |
| 31 | 262000 | Low Voltage Electrical | | | | | | |
| 32 | 280000 | Electronic Safety and Security | | | | | | |
| 33 | 020000 | Site Environmental Mitigation | | | | | | |
| 34 | 310000 | Earth Work | | | | | | |
| 35 | 321000 | Roads / Walks | | | | | | |
| 36 | 323000 | Site Improvements | | | | | | |
| 37 | 328000 | Site Irrigation | | | | | | |
| 38 | 329000 | Landscaping | | | | | | |
| 39 | 330000 | Site Utilities | | | | | | |
| 40 | | Community Building | | | | | | |
| 41 | | Accessory Buildings | | | | | | |
| 42 | | Off-Site Improvements | | | | | | |
| 43 | | Temporary Site Security | | | | | | |
| 44 | | General Requirements | | | | | | |
| 45 | | Builder's Overhead | | | | | | |
| 46 | | Builder's Profit | | | | | | |
| 47 | | Building Permits | | | | | | |
| 48 | | Bond Premium | | | | | | |
| 49 | | Tap Fees | | | | | | |
| 50 | | Cost Certification Expense | | | | | | |
| Total Structures | | | \$ - | | \$ - | \$ - | \$ - | |

* Minority subcontractor is an African American, Hispanic, American Indian, and/or Asian American or Pacific Islander owner

SUPERVISORY ARCHITECT'S CERTIFICATE

(Complete only if disbursement of Construction Funds is requested)

I certify that either I, or my authorized representative, have visited the subject development within _____ days prior to the date of this Certificate to determine the true basis of cost upon which I certify this Application for Disbursement of Mortgage Loan Proceeds. I further certify that all prior work and the work, labor, and materials to be paid for under this Application are satisfactory and, to the best of my knowledge, information and belief, conform to the Contract Documents.

DATE:

BY: