



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:

	<u>Amount:</u>
Description: _____ Payee: _____ Address: _____	_____
Description: _____ Payee: _____ Address: _____	_____
Description: _____ Payee: _____ Address: _____	_____
Description: _____ Payee: MSHDA	_____
Description: See Additional Payees Payee: See Attachment	_____
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: _____



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

APPLICATION FOR DISBURSEMENT OF MORTGAGE LOAN PROCEEDS

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

ATTACHMENT TO APPLICATION FOR DISBURSEMENT OF MORTGAGE LOAN PROCEEDS

	<u>Amount:</u>
Description: _____ Payee: _____ Address: _____ _____	_____
Description: _____ Payee: _____ Address: _____ _____	_____
Description: _____ Payee: _____ Address: _____ _____	_____
Description: _____ Payee: _____ Address: _____ _____	_____
Description: _____ Payee: _____ Address: _____ _____	_____
TOTAL:	_____

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 [redacted] for work performed through [redacted] as itemized below.

- A. Total Structures and Land Improvements Completed & Stored To Date
(Use Amount Complete to Date) [redacted]
- B. General Requirements:
(Use % Complete To Date) [redacted]
- C. Builder's Overhead:
(Use % Complete To Date) [redacted]
- D. Builder's Profit:
(Use % Complete To Date) [redacted]
- E. Total of Approved Change Orders To Date: [redacted]
Total of Approved Change Orders Completed to Date: [redacted]
(Use the MSHDA Change Orders List Log Attachment)
- F. Building Permits \$ -
Bond Premium \$ -
Tap Fees \$ -
Cost Certification Expense \$ -
- G. Subtotal (A+B+C+D+E+F) [redacted]
- H. Less Retainage (See Attached Sheet CD-260) [redacted]
- I. Less Escrow (if applicable) [redacted]
- J. Subtotal (G-H-I) [redacted]
- K. Less Previous Payments (See Line K from Previous Application) [redacted]
- L. Net Amount Due [redacted]

CERTIFICATE

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

(Date)

Contractor
By: _____
Its: _____

DEVELOPMENT NAME:
 MSHDA NO.



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

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

Line	AIA #	Trade Item	Amount of Contract (\$)	Work Completed		Total Completed & Stored To Date (\$)	% Complete To Date	Balance to Complete (\$)	Retainage (\$)	Stored Materials (\$)
				From Previous Applications	This Period (\$)					
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 Floorings								
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								
TOTAL STRUCTURES, SITEWORK AND MISC. STRUCTURES AND SITEWORK										
44		General Requirements								
45		Builder's Overhead								
46		Builder's Profit								
47		Building Permits								
48		Bond Premium								
49		Tap Fees								
50		Cost Certification Expense								
TOTALS										

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: _____

DEVELOPMENT NAME:
 MSHDA NO.



CHANGE ORDER LOG

Line	AIA/CSI #	Trade Item	Amount of Contract (\$)	Work Completed		Stored Materials (\$)	Total Completed To Date (\$)	% Complete To Date	Balance to Complete (\$)	Retainage (\$)
				From Previous Applications	This Period (\$)					
1							\$ -		\$ -	\$ -
2							\$ -		\$ -	\$ -
3							\$ -		\$ -	\$ -
4							\$ -		\$ -	\$ -
5							\$ -		\$ -	\$ -
6							\$ -		\$ -	\$ -
7							\$ -		\$ -	\$ -
8							\$ -		\$ -	\$ -
9							\$ -		\$ -	\$ -
10							\$ -		\$ -	\$ -
11							\$ -		\$ -	\$ -
12							\$ -		\$ -	\$ -
13							\$ -		\$ -	\$ -
14							\$ -		\$ -	\$ -
15							\$ -		\$ -	\$ -
16							\$ -		\$ -	\$ -
17							\$ -		\$ -	\$ -
18							\$ -		\$ -	\$ -
19							\$ -		\$ -	\$ -
20							\$ -		\$ -	\$ -
21							\$ -		\$ -	\$ -
22							\$ -		\$ -	\$ -
23							\$ -		\$ -	\$ -
24							\$ -		\$ -	\$ -
25							\$ -		\$ -	\$ -
26							\$ -		\$ -	\$ -
27							\$ -		\$ -	\$ -
28							\$ -		\$ -	\$ -
29							\$ -		\$ -	\$ -
30							\$ -		\$ -	\$ -
31							\$ -		\$ -	\$ -
32							\$ -		\$ -	\$ -
33							\$ -		\$ -	\$ -
34							\$ -		\$ -	\$ -
35							\$ -		\$ -	\$ -
36							\$ -		\$ -	\$ -
37							\$ -		\$ -	\$ -
38							\$ -		\$ -	\$ -
39							\$ -		\$ -	\$ -
40							\$ -		\$ -	\$ -
41							\$ -		\$ -	\$ -
42							\$ -		\$ -	\$ -
43							\$ -		\$ -	\$ -
44							\$ -		\$ -	\$ -
45							\$ -		\$ -	\$ -
46							\$ -		\$ -	\$ -
47							\$ -		\$ -	\$ -
48							\$ -		\$ -	\$ -
49							\$ -		\$ -	\$ -
50							\$ -		\$ -	\$ -
TOTAL CHANGE ORDERS TO DATE			\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
TOTAL ORIGINAL CONTRACT			\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
TOTAL CONTRACT UP TO DATE			\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -