



REQUEST FORM FOR APPROVAL OF INDIVIDUAL INCOME-PRODUCING LARGE LOANS

Date of Submission: _____

Member #: _____ **Member Name:** _____

Loan Number: _____

Borrower: _____

Property Address: _____

Project Name: _____

Property Type: _____

No. of Units: _____ **Original Loan Amount:** \$ _____

Original LTV %: _____ **Original Appraised Value:** \$ _____ **Appraisal Date:** _____

Attached please find the Request Form for approval of individual loans of \$25 Million and/or \$100 Million or greater.

Please list loan numbers on all documents

- 1) Note (s)
- 2) Loan Agreement (s) (If applicable)
- 3) Recorded Mortgage (s)/Deeds of Trust (s)
- 4) Consolidation, Modification & Extension Agreement(s)
- 5) Assignment (s) of Rents/Leases
- 6) UCC filings: UCC-1 and UCC-3
- 7) Participation/Syndication (Co-Lending) Agreement (If applicable)
- 8) Title Policy
- 9) Appraisal(s)
- 10) Phase I Environmental Report (s)
- 11) Current Property Inspection (s)
- 12) Loan approval & current annual review write-ups documents
- 13) Current income/expense statements and rent rolls on the property
- 14) Loan payment history covering the last twelve months
- 15) Current hazard insurance binder
- 16) Flood Certification (if applicable copy of flood insurance binder)

Sign this form and click on the submit button to send:**Date:** _____**Institution Name:** _____**Phone:** _____ **FAX:** _____**E-Mail:** _____ @ _____**Title:** _____**By: S/** _____

(By typing or signing your name next to the S/ you indicate placement of your signature on this form and agree to be bound by the statements contained in this document.)

Send the supporting documentation via one of the following methods:

- **Electronically through the [SFTP connection to the FHLBNY](#).**
Email crlargeloans@fhlbny.com and mediapro@fhlbny.com to advise that information has been submitted.
- **Hard copy or disc via postal mail:**

ATTN: Collateral Requests
Federal Home Loan Bank of New York
30 Montgomery Street, 3rd Floor
Jersey City, NJ 07302

Please direct all questions regarding the pledge requirements to:

Tisa Surat, AVP/ Collateral Initiatives & Support Manager, Phone (201) 356-1058
Email CollateralDocs@fhlbny.com
Toll Free (888) 852-8460