Catalyst Term Loan
Required Application Documentation

A. Loan Application
   ☐ Catalyst Term Loan Application

B. Technical Documents
   1. ☐ Construction/installation schedule
   2. ☐ Contractor agreements for installation
   3. ☐ Energy Savings Analysis / Audit Report
   4. ☐ Utility documentation confirming energy savings / utility incentive

C. Financial Documents
   1. ☐ Current year operating budget for the property
   2. ☐ Previous two years*:¹
      a. Income/operating statements,
      b. Statements of cash flows, and
      c. Balance sheets for the property
   3. ☐ Copy of most recent appraisal
   4. ☐ Proof of insurance for the property
   5. ☐ If residential / multifamily, rent/lease roll for property, including lease expiration dates
   6. ☐ Copy of most recent mortgage statement
   7. ☐ For Affordable Housing Projects, please provide:
      a. ☐ Names of mortgage holders
      b. ☐ The other types of property debt
      c. ☐ Status of liens against property
      d. ☐ Types and amounts of subsidies received
      e. ☐ Agency contacts of subsidy providers

¹ Audited or reviewed for all statements is preferred; if unaudited/unreviewed, supply complete copy of most recent 2 years tax return packages.