

**BELGRAVIA GARDENS CORP.**

**STANDARDS FOR REFINANCING/EQUITY LOANS**

**ON ALL REFINANCES, BOARD APPROVAL WILL BE REQUIRED IF: (option A)**

The new mortgage total (the new mortgage loan and existing mortgage that is not being refinanced) is GREATER THAN 80% of the current market value of the apartment.

Please submit Four (4) complete collated sets of the following:

**Option A:**

If the new monthly payment is HIGHER than the current monthly payment, or the face amount of the new loan is more than 5% higher than the existing loan, you must complete and submit Short form application (page 2) IN ITS ENTIRETY, including all required fees.

**Option B:**

If the new monthly payment is the SAME or LOWER than the current monthly payment; AND the mortgage amount has not been increased by more than 5%, you must submit all applicable fees and (one) 1 copy of the following: Commitment Letter, three (3) ORIGINAL Aztech recognition forms and a recent mortgage statement for the current mortgage.

**ON ALL REFINANCES, BOARD APPROVAL (option B) WILL NOT BE REQUIRED IF:**

The new mortgage total (the new mortgage loan and any existing mortgage that is not being refinanced) is less than 80% of the current market value of the apartment. In this case, please submit your Aztech Recognition agreements (three original documents), ALONG WITH a copy of your loan application, commitment letter, and most recent mortgage statement to this office.

All necessary documentation should be submitted to:

Susan Rubin  
Kaled Management Corp.  
7001 Brush Hollow Road Suite 200  
Westbury, N.Y. 11590  
516-876-4800 x 313 Fax 516-780-8331  
email: [Susan@kaled.com](mailto:Susan@kaled.com)

The submission of the above documents in complete sets of copies will expedite the processing of your request.

## SHORT FORM APPLICATION FOR REFINANCING

### (Option A)

**Please refer to STRICT STANDARDS FOR REFINANCING to ensure the proper use of this form.**

Please **fill out the attached application**, enclose the following items and return to our office Four **(4) complete collated sets of all forms included in this package** plus the following:

1. Federal and State Tax Returns for past two(2) years, two (2) years W2 forms, and most recent pay stubs (3 consecutive weeks) for all individuals who will be contributing to the purchase, maintenance and/or rental of the shares/apartment.
2. Copies of Bank Statements from the last three (3) months.
3. Copy of the Loan Application
4. Copy of the Commitment Letter
5. Copy of Bank Appraisal Report
6. Aztech Recognition Agreements. Please make sure to include **three (3) originals**.

**The following fee is payable upon submission of the Refinance Application:**

**Option A or B** Refinance application fee: **\$200.00** payable to Kaled Management Corp.

- Please note that additional fees may apply for additional requested documents.

**REFINANCE/HOME EQUITY APPLICATION**

Application is herewith submitted for the refinance of \_\_\_\_\_ shares of common stock of Belgravia Gardens Corp.and for the right of residency in apartment # \_\_\_\_\_.

**Owners Name(s):** \_\_\_\_\_

**Owners SSN(s):** \_\_\_\_\_

**Telephone Numbers - Home:** (\_\_\_\_) \_\_\_\_\_ **Work:** (\_\_\_\_) \_\_\_\_\_

**Owners Attorney:** \_\_\_\_\_

**Name of Firm/Address:** \_\_\_\_\_

**Telephone/Fax Number:** (\_\_\_\_) \_\_\_\_\_ / (\_\_\_\_) \_\_\_\_\_

**Employer's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Occupation:** \_\_\_\_\_

**Length of Employment:** \_\_\_\_\_

**Present Amount Mortgage:** \_\_\_\_\_

**Length of Residency:** \_\_\_\_\_

I declare that I have examined this application and to the best of my knowledge, it is true, correct and complete.

**Signature of Owner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Owner:** \_\_\_\_\_ **Date:** \_\_\_\_\_