



FORMS AND ITEMS TO BE PROVIDED

1. **New Tan-Tar-A Estates Land Lease**
 - Provide completed Lease and Credit Application Form
 - Documents:
 - Tan-Tar-A Estates Land Lease
 - Memorandum of Lease
 - Termination of Lease by Mutual Agreement (as applicable)
 - Provide insurance binder or certificate of insurance naming Tan-Tar-A Estates L.L.C. as an additional insured party
 - Provide a copy of the Quit Claim Deed for the house
 - Provide completed Tan-Tar-A Estates Contact Information Sheet

2. **Assignment of Existing Tan-Tar-A Estates Land Lease**
 - Provide completed Lease and Credit Application Form
 - Documents:
 - Assignment of Lease
 - Consent to Assignment of Lease
 - Provide insurance binder or certificate of insurance naming Tan-Tar-A Estates L.L.C. as an additional insured party
 - Provide a copy of the Quit Claim Deed for the house
 - Provide completed Tan-Tar-A Estates Contact Information Sheet

3. **Financing / Refinancing**
 - Provide a current credit report for all tenants
 - Provide a current appraisal of the house
 - Document:
 - Agreement to Mortgage Leasehold Estate