

ECONOMIC DEVELOPMENT ADMINISTRATION

FIRST PRIORITY LIEN CHECKLIST

EDA Award Number: _____ Date: _____

Recipient: _____

Co-Recipient(s): _____

Recipient's Authorized Representative: _____
Name & Phone Number

_____ Executed or _____ Draft Agreement & Mortgage or Deed of Trust document (First Priority Lien)
submitted to EDA for securing EDA's interest in the property acquired or improved by this Award.

The Agreement & Mortgage/Deed of Trust document is required by Specific Award Condition
Number(s): _____

Y	N	NA
---	---	----

1. All Specific Award Conditions required for the Agreement & Mortgage/Deed
of Trust have been met.

--	--	--

2. The Agreement & Mortgage/Deed of Trust document has been completely
filled out.

--	--	--

3. "Exhibit A" has the complete legal description of the project property and has
been attached to the draft/executed Agreement & Mortgage/Deed of Trust
document.

--	--	--

4. The completed Agreement & Mortgage/Deed of Trust document has been
recorded in the appropriate jurisdiction.

--	--	--

5. If required by EDA, an opinion of Recipient's counsel has been provided to
substantiate that the Agreement & Mortgage/Deed of Trust was validly executed
and properly recorded.

--	--	--

Prepared By (Signature)

Date

Prepared By (Typed or Written Name & Title)