



## TPO Partner Condo Condition Review Job Aid

With the recent changes and updates to Condo guidelines please be sure all questions are answered and all required documentation is included in you request. Turn times are 48-72 hours for a decision, missing items will extend that time

Issue	Requirements
Limited Review Required	Provide the following to CWL: <ol style="list-style-type: none"> <li>1. Condo Project Questionnaire (FNMA Form 1076) Note: must be completed in full even if have a fact sheet from HOA</li> <li>2. Appraisal</li> <li>3. Master Insurance Policy</li> <li>4. HO-6 policy if Master Policy does not cover</li> </ol>
Full Review Required	Provide the following to CWL: <ol style="list-style-type: none"> <li>1. Condo Project Questionnaire (FNMA Form 1076) Note: must be completed in full even if have a fact sheet from HOA</li> <li>2. Current budget</li> <li>3. Master Insurance policy</li> <li>4. HO-6 policy if Master does not cover</li> <li>5. Appraisal</li> <li>6. Financials, Prior year</li> <li>7. Any reports as required by the appraisal</li> <li>8. Management information</li> <li>9. Meeting minutes from last 3 months</li> <li>10. Legal Description from title</li> <li>11. Sales contract and all addendums, as applicable</li> <li>12. Bylaws</li> </ol>
Project Review	As per the Full Review above and any other as required by the vendor

**Condo Review Vendors:**

You must set up with them prior to submitting a file

1 Condo Approval Professionals LLC  
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