

CONSTRUCTION LOAN ADMINISTRATIVE SERVICES

CORTLAND DCM SOLUTIONS

Alter Domus is a leading global investment servicing firm that provides third-party and outsourced middle office services to investment managers commercially and globally.

CONSTRUCTION DRAW REQUEST REQUIRED DOCUMENTS

- Site/Construction Review Visits (AMS Commercial Real Estate)
- Updated date down
- Table of remaining uses and available sources for budget reconciliation
- Draw request summary
- A sworn statement from the general contractor of work completed and amounts to be paid
- Requests for payment (G702 Reports and/or Invoices)
- Conditional Waiver and Release
- Unconditional Waiver and Release (trailing 1-2 months from payment)
- Documentation of all Change Orders (must match G702 report)
- Liability and Property Insurance certificates of all off-site materials
- Liability and Property Insurance certificate for on-site materials and project

CONSTRUCTION DRAW REQUEST MONITORING SERVICES

The Administrator shall perform the following functions as directed by the Customer for a particular Loan:

- Upon receipt of an applicable funding request and supporting documentation from a Borrower on a Loan, review the funding request and supporting documentation on their face and compare the same to a set list of conditions precedent, which list shall be as directed by Customer to Administrator for each applicable Loan; supporting documentation may include lien waivers, insurance certificates, project engineering and architectural analyses and reports, and supporting invoices, all as dictated by the Customer;
- Notify the Customer of the results of the foregoing review of funding request and supporting documentation and, if requested by Customer, liaise with applicable Borrower and counsel, as appropriate, for further information or documentation; Administrator shall perform an initial review within three (3) Business Days of receipt of documentation and, provided all necessary information is received within five (5) Business Days of the initial draw request, review and provide appropriate reports to Customer within ten (10) Business Days of receipt of the initial draw request;
- Upon receipt of a project budget for a Borrower from the Customer, and as approved by the Customer, compare the funding request and supporting documentation against the approved budget and notify the Customer how the provided documentation compares to the approved budget; and
- Provide such customized reporting on the foregoing as agreed upon between the Customer and the Administrator.
- Notify the Customer that all conditions precedent to funding have been met, allowing the Customer to approve and fund the draw request.



- OFFICES
- DESKS

AMERICAS

- Cayman Islands
- USA:
 - Chicago (IL)
 - New York (NY)
 - Darien (CT)
 - Austin (TX)
 - Indianapolis (IN)
 - Los Angeles (CA)
- Canada
- Latin America

EUROPE

- Belgium
- Cyprus
- France
- Germany
- Guernsey
- Ireland:
 - Dublin & Cork
- Jersey
- Luxembourg
- Malta
- Spain:
 - Barcelona & Madrid
- The Netherlands
- United Kingdom
- Italy
- Nordic
- Poland
- Portugal
- Russia & CIS
- Switzerland

MIDDLE EAST & AFRICA

- Mauritius
- Israel
- Middle East

ASIA-PACIFIC

- Australia
- China:
 - Beijing, Nanjing & Shanghai
- Hong Kong
- Singapore
- India

YOUR TEAM

LORA PELOQUIN
Lora.Peloquin@alterDomus.com
+1 312 564 5055

STEPHANIE GOLDEN
Stephanie.Golden@alterDomus.com
+1 212 796 1684

Many leading international asset managers, lenders and asset owners choose Alter Domus as their partner for growth. Whether a stand-alone fund with limited investments, or a large multi-billion-dollar fund with complex investment streams across multiple jurisdictions, we understand your world.

Vertical integration allows us to build dedicated teams to provide support and bespoke solutions across your entire value chain. By tapping into a talent pool of some 2,500 employees across more than 40 offices and desks, our expertise and cutting-edge technology combine to put you ahead of the game.

With an established professional focus on the private equity, infrastructure, real estate, and debt and capital markets sectors, we offer fund administration, corporate services, depository services, transfer pricing, domiciliation and management company services. Our specific experience in the debt and capital markets sector allows us to provide specialist solutions such as loan administration, agency services, trade settlement and CLO manager services.

*YOU GROW. WE SUPPORT.

www.alterDomus.com