

**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)