PROPERTY INFORMATION	
Obtain a current title report and verify ownership details.	0
Confirm that the seller has the legal right to sell the property.	0
Check for any existing liens or encumbrances.	0
Review a recent survey of the property to confirm boundaries.	
Identify any encroachments or boundary disputes.	0
Check for any easements affecting the property.	0
Check zoning regulations and confirm that the property is being used in compliance with local zoning laws.	0
Verify potential land use restrictions and future development plans.	0
Understand any zoning variances or special permits.	0
Review the terms and conditions of the purchase agreement.	0
Review the terms and conditions of the purchase agreement.	0
Ensure that it includes all relevant details and conditions, including contingencies.	0
Verify any seller disclosures and representations.	0
Obtain and review financial statements for the property.	0
Analyze income, expenses, and profit margins.	
Assess the accuracy of financial records and potential risks.	
Review existing leases and tenant information.	0
Assess lease terms, rental rates, and tenant payment history.	0
Identify any outstanding tenant issues or disputes.	0
Conduct environmental assessments to identify potential contamination risks.	0
5) 1911 (1917) 1918 (1917) 1917 (1917) 1917 (1917) 1917 (1917) 1917 (1917)	5000

# **Multifamily Property Due Diligence Checklist Yduc**

**Brian Hennessey** 

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once you own it What to look for when reviewing books and records and what to ask the seller for One of the most critical processes done during the due diligence process is the underwriting and financial analysis In the book there is a list of questions that must be addressed and answered while adjusting your analysis of the investment and will help you to accurately assess the potential of how the numbers should work How to deal with the appraiser and appraisal process to be more proactive and enhance the potential for the highest possible loan amount How to ensure that you are getting everything you deserve when finalizing the transaction and what to look for on the closing statement that may be added by the seller or lender as a credit to them that you can get eliminated or at least negotiated down by being aware of what to look for In addition you get at the end of the book A Sample Lease Abstract Form which shows you how to fill in all the salient deal points and provisions of a lease document Due Diligence Checklist a list of most all items of which you should ask a seller for when negotiating a purchase Due Diligence Document Checklist A list of most all of the documents you should request from a seller when negotiating a purchase Sample Tenant Questionnaire a sample list of questions that you should ask of tenants when conducting a tenant interview The fundamentals remain the same when it comes to due diligence for any of the commercial real estate genres whether it be office or industrial properties retail or multi family residential I still use it as a reference tool whenever I m involved with due diligence We need reminding as much as we need learning There are just too many things to remember Due Diligence Process Plan Handbook for Commercial Real Estate Investments Brian Hennessey, 2013

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