



435 Sutton Way
 Grass Valley, CA 95945
 (530) 272-3030
 (530) 272-5875 - Fax

Construction Draw Request Form

Date: _____

Loan # _____ Borrowers Name: _____

Contact Phone# _____

E-mail Address: _____

Mailing Address: _____

Property Address: _____

Cross Street: _____

Special Access Needs:(ie: locked gate code, guard dog,etc...) _____

Please provide a description and attach supporting invoices(s) and documentation.
 Include mailing address of payee/vendor if payment(s) are to be mailed.

	Payable to (vendor or borrower)	Mail to (vendor or borrower)	Pick up by (vendor or borrower)	Vendor Name	Budget #	Amount
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
Grand Total						

Call when ready: _____ Contact: _____

- *Note:** A 48 HOUR turn around time for all draws is required-NO EXCEPTIONS!
- *Note:** On Staged Funded Loans - We need 10 to 15 Business Days Additional Funding!
- *Note:** We will not accept draws for less than \$1,500.
- *Note:** We must have supporting invoices and Budget number.

 Borrower Signature Date

STAGED FUNDING REQUEST

AMOUNT REQUESTED: _____

Amount Remaining To Fund: _____
 Staged Funding Date: _____

****Draws and Stage Funding will NOT be processed without a Signature**