

EXHIBIT "F"

**READING CO-OPERATIVE BANK
RESIDENTIAL CONSTRUCTION APPLICATION AND CERTIFICATE FOR DISBURSEMENT**

TO: Reading Co-Operative Bank
160 Haven Street
Reading, MA 01867-2969

In accordance with the Loan Agreement in connection with the Mortgage Loan granted by Reading Co-Operative Bank for the referenced property, the undersigns request a loan disbursement in the amount of \$ _____ (3) and certifies that the work done on the mortgaged premises for which the Application and Certificate for Disbursement is made has been completed and all required postings have been posted and that the contractors and suppliers of materials or labor have been paid for their share of such work and all previous work or will be paid out of this disbursement.

BUILDER: By: _____ (A) Date: _____
OWNER/BORROWERS: By: _____ (B) Date: _____
By: _____ (B) Date: _____

PROPERTY ADDRESS: _____ (C)
OWNER/BORROWER: _____ (D)
CONTRACTOR: _____ (E)
APPLICATION DATE: _____ (F) APPLICATION NUMBER: _____ (G)

Application is made for Disbursement, as shown per the attached Residential Construction Loan Disbursement Schedule. The present status of the account for this Project is:

- 1. TOTAL WORK COMPLETED TO DATE 1. \$
- 2. LESS PREVIOUS DISBURSEMENTS 2. \$
- 3. EQUALS DISBURSEMENT AMOUNT REQUESTED (Line 1 less Line 2) 3. \$
- 4. CONSTRUCTION BUDGET 4. \$
- 5. REMAINING CONSTRUCTION FUNDS NEEDED (Line 4 LESS Line 1) 5. \$

INSPECTOR'S CERTIFICATION TO LENDER
The undersigned certifies to Reading Co-Operative Bank that a field inspection for the work covered within this Residential Construction Application and Certificate for Disbursement was conducted on _____, 200____. Based upon that field inspection and the attached Residential Construction Loan Disbursement Schedule the disbursement is approved in the amount of \$ _____.

INSPECTOR: _____
By: _____ Date: _____

RESIDENTIAL CONSTRUCTION APPLICATION APPLICATION & CERTIFICATE FOR DISBURSEMENT
INSTRUCTIONS

- A. **Signature of Builder**
- B. **Signature of Property Owner(s)/Borrower(s).** (If owned jointly, both must sign.)
- C. **Construction Property Address including Street and Town**
- D. **Printed Names of Property Owner(s)/Borrower(s).** (If owned jointly, both required.)
- E. **Printed Name of Builder**
- F. **Date you prepared the Application**
- G. **Application Number (1 for first, 2 for second, etc.)**

1. Total Work Completed to Date

Based on the Construction Loan Disbursement Schedule submitted to the Bank total all work completed as of the date of application. Work must be 100% complete per category with no exceptions. The total should include work previously disbursed.

2. Previous Disbursements

Dollar amount of disbursements made prior to this application.

3. Equals Disbursement Amount Requested

This is the amount of funds you are requesting for the current requisition. Subtract Line 2 from Line 1 to arrive at this figure.

4. Construction Budget

Approved residential construction budget as submitted to the Bank plus any approved change orders.

5. Remaining Construction Funds Needed

This is how much is needed to complete the construction based on your construction budget previously submitted plus any approved change orders. Subtract Line 1 from Line 4 to arrive at this figure.

EXHIBIT "G"
BUILDER'S WAIVER OF MECHANIC'S LIEN

The undersigned has supplied labor and/or materials to the property owned by _____
_____ and located at _____.

The undersigned states that as of the date of this waiver all invoices and payments due from the owner for this property have been paid except for the following:

Date of Invoice

Total Amount Due and Unpaid

The undersigned hereby releases any and all lien, or claim or right to lien, on said above described building and premises under the statutes of the State of Massachusetts relating to mechanics liens, on account of labor or materials or both, furnished by the undersigned to the account of said property for the period through the date of _____ (if not filled in presumed to be the date of the waiver) with the exception of the above stated outstanding invoice(s).

Upon payment of the outstanding invoice(s) the undersigned releases the owner and Reading Co-Operative Bank of and from any and all claims for monies due and owing us of the date of this waiver, and all rights to assert a Mechanic Lien pursuant to Massachusetts law, relative to the same. The undersigned states that this Waiver shall be enforceable, and that we have not been induced by any party to execute this Waiver, and the facts as asserted in it are voluntarily given under pains and penalty or perjury.

The undersigned also hereby certifies and affirms that it has paid in full or will pay in full, all persons or entities who have, on its behalf, supplied labor or material to the property and that the undersigned will indemnify and hold harmless the owner and Reading Co-Operative Bank from any and all claims made by such suppliers of labor and material.

Given under our hand and seal this _____ day of _____, 20__.

Witness

(Printed Company Name)

By: _____
(Signature)

Title: _____

STATE OF MASSACHUSETTS
COUNTY OF _____, ss

The foregoing instrument was acknowledged, subscribed and sworn to before me this _____ day of _____, 20__, by _____ (name) of _____ (corporate name), a _____ (title) of the corporation, on behalf of the corporation.

Notary Public/Justice of the Peace
My commission expires: _____

EXHIBIT "H"
OWNER'S MECHANICS' LIEN AFFIDAVIT

In connection with a requested disbursement in the amount of \$ _____
(Requisition No. _____) under a construction loan between the undersigned
mortgagor and Reading Co-Operative Bank (Mortgagee), secured by a construction
mortgage on real property located at _____
_____, the undersigned mortgagor hereby
certifies to the construction mortgagee that all work for which the requested
disbursement is to be made has been completed and that the contractors and suppliers
of materials or labor have been paid for their share of such work and all previous work
or will be paid out of such disbursement.

Date

Mortgagor (a/k/a Borrower)

State of Massachusetts

County of _____

On this _____ day of _____, 20____, personally before me appeared
_____, and being duly authorized
for such purposes, swore to the contents of the foregoing Affidavit and acknowledged
executing the same for the purposes therein contained.

Notary Public/Justice of the Peace

My Commission Expires: _____

NOTICE

NOTICE OF ANTICIPATED FUNDING DATE

Pursuant to RSA 447:12-b,III, at least 48 hours prior to requesting any construction mortgage requisition, the mortgagor or his agent shall **POST** in a conspicuous place on the jobsite for which the construction funds were secured, the anticipated funding date for said requisition. The mortgagee shall require a certification as to its posting by the mortgagor or his agent prior to disbursing any funds.

Job Site Address: _____

Name of Construction Lender: **Reading Co-Operative Bank**

Anticipated Funding Date: _____

This is to certify that I have posted the within notice on said jobsite on:

_____ **a.m. p.m.**
Date of Posting **Time of Posting**

By: _____
Mortgagor (a/k/a Borrower)

NOTICE

IDENTIFICATION OF CONSTRUCTION LENDER

Pursuant to **RSA 447:12-b,I**, within 10 business days of the execution of a construction mortgage, including any refinancing thereof, the mortgagor or his agent shall **POST** in a conspicuous place on the job site for which the construction funds were secured, the name, address and telephone number of the institution providing the construction funds.

Notice is hereby given that the construction lender on

Job Site Address: _____

is:

**Reading Co-Operative Bank
160 Haven Street
Reading, MA 01867-2969
(781) 942-5000**

Date of Execution of Construction Mortgage: _____

Date of Posting: _____

Mortgagor (a/k/a Borrower) or his Agent