

Ownership Organizational Document Requirements

The Owner/Borrower must be an entity authorized to do business in Minnesota.

OWNER/BORROWER IS A ►:	CORPORATION	LIMITED PARTNERSHIP	LIMITED LIABILITY COMPANY	LOCAL UNIT OF GOVERNMENT	GENERAL PARTNERSHIP
THEN SUBMIT ▼:					
	Filed Articles of Incorporation (include amendments, if any)	Filed Certificate of Limited Partnership (include amendments, if any)	Filed Articles of Organization (include amendments, if any)	State Statute, Local Ordinance or Instrument establishing the Local Unit of Government	Partnership Agreement (Agency provisions must be inserted)
Note 1: Corporate, LLC, or Local Unit of Government general partners or members must also submit the	Bylaws (include amendments, if any)	Partnership Agreement (include amendments, if any) (Agency provisions must be inserted)	Operating Agreement (include amendments, if any) (Agency provisions must be inserted)	Bylaws (include amendments, if any)	Resolution authorizing (1) the transaction, (2) execution of loan and other transaction related documents, and (3) designating the person(s) authorized to execute the documents.
appropriate organizational documentation as outlined in this matrix.	Certificate of Good Standing issued by MN Secretary of State dated within 30 days of the transaction/closing date.	Certificate of Good Standing issued by MN Secretary of State dated within 30 days of the transaction/closing date.	Member Control Agreement (if applicable) Contribution Agreement	Resolution authorizing (1) the transaction, (2) execution of loan and other transaction related documents, and (3) designating the person(s) authorized to execute the documents.	
Note 2: The original signed Resolution must be submitted to Minnesota Housing on the closing/transaction date.	Resolution authorizing (1) the transaction, (2) execution of loan and other transaction related documents, and (3) designating the person(s) authorized to execute the documents.		Certificate of Good Standing issued by MN Secretary of State dated within 30 days of the transaction/closing date		
			Resolution authorizing (1) the transaction, (2) execution of loan and other transaction related documents, and (3) designating the person(s) authorized to execute the documents.		