



TRUSS POINT

Submission Procedures: Fine Art & Alternative Assets

These submission procedures have been created as a reference guide to set proper expectations for all parties. We believe in full transparency at all times. Clients should not have to guess where their transaction is in the process. They can simply follow along.

I. INITIAL SUBMISSION

Agent/Intermediary or Client is required to submit an [Asset Submission Form](#), which includes:

- a Asset/Collateral Description
- b Valuation Information
- c Safe-keeping Information
- d Loan Request
- e Due Diligence Material

II. LETTER OF INTEREST / LETTER OF INTENT

- | | |
|--------------------------|---|
| a Collateral Description | g Required Documents |
| b Estimated Valuation | 1 Signed LOI |
| c Loan Amount | 2 Client Information Sheet (CIS) |
| d Loan-to-Value (LTV) | 3 Authorization to Run Background Check |
| e Loan Term | h Introductory Call with Prospective Borrower |
| f Origination Fees | i Run Preliminary Background Check |

III. TERM SHEET— ISSUED FROM THE FINANCIER

- | | |
|--------------------------|--|
| a Collateral Description | h Origination Fees |
| b Estimated Valuation | i Authentication /Valuation Procedures |
| c Loan Amount | j Safe-keeping Logistics |
| d Loan-to-Value (LTV) | k Funding Details |
| e Interest Rate | l Default Triggers |
| f Debt Service | m Financier Information |
| g Loan Term | |

IV. LOAN AGREEMENT / SECURITIZATION AGREEMENT

- a The Loan Agreement will be issued directly to the Company, from the Financier for review with the Client and their advisors.
- b Final Loan Agreement and Securitization Agreement will be issued directly from the Financier/Funder to the Client for review and execution.

V. FUNDING

Each transaction will require a specific funding approach, identified by the Financier as described in the Loan Agreement and Securitization Agreement.

VI. INTERMEDIARY FEE PROTECTION AGREEMENT

Each intermediary will receive a Fee Protection Agreement upon receipt of a signed Term Sheet.

Disclaimer: The Company is not a direct lender. All transactions will be handled on a best-efforts basis. All lending commitments will (only) come from the Financier/Funder.