



Estoppel Certificate

Overview

An Estoppel Certificate is a document prepared by Stanford as an accommodation to a lender who originates a mortgage loan to be secured to a leasehold property on the Stanford University campus. This document may be requested at the time of the purchase of a leasehold interest, at the time of a refinance of an existing mortgage loan secured to a leasehold property, or at the time of the origination of an additional loan to be secured to a leasehold property. An Estoppel Certificate refers to a specific Residential Ground Lease and provides certain information regarding its current status.

Process

A request for an Estoppel Certificate must include the following information:

1. The Lessee's name, address and telephone number;
2. the Requestor's name, address and contact telephone number;
3. the Lender's legal name; and
4. the address to which the Estoppel Certificate should be mailed.

Fees

There is no fee for document preparation.

Estoppel Request Form

THIS FORM IS TO BE COMPLETED AND SUBMITTED TO FACULTY STAFF HOUSING PRIOR TO THE DOCUMENT PREPARATION.

Date:	Submitted By:
Lessee's Name:	Phone Number:
Lessee's Address:	
Requestor:	
Mailing Address:	
Contact:	Phone Number:
Lender's Legal Name:	
Who should we send the prepared documents to?	
Name:	
Address:	
All documents will be sent USPS unless other instructions are received.	
OFFICE USE ONLY - OFFICE USE ONLY - OFFICE USE ONLY - OFFICE USE ONLY	
Date Sent:	