

**LEASE PURCHASE REQUEST FOR APPROVAL
COUNCIL OF BOND OVERSIGHT**

The undersigned applicant ("Applicant") hereby requests the Council of Bond Oversight to grant approval of the following described proposed lease purchase obligation of the Applicant. References: 62 O.S., Section 695.1 *et seq.*, 74 O.S., Section 85.4 and the Administrative Rules of the Council of Bond Oversight.

I hereby certify that the following information is true and correct to the best of my knowledge and belief.

Signature of Authorized Official: _____ Date: _____

Printed Name and Title: _____

Note: For lease purchase financings totaling \$1 million or more, the State Bond Advisor must review the transaction and determine the most cost-effective method of sale (competitive, negotiated or private placement). The State Bond Advisor should be contacted at least two weeks prior to the application deadline.

Description of the Lessee, Lessor and Issuer

Lessee name : _____

Lessee address, telephone, point of contact:

Lessor name : _____

Lessor address, telephone, point of contact:

Name of Issuer of Obligations, if not the same as Lessor: _____

Issuer address, telephone, point of contact:

Anticipated amount of obligations to be issued: _____

How and date authorized (include any legislative approval and governing board approval):

Anticipated sale date: _____ Anticipated closing or delivery date: _____

Expected term to maturity of the proposed issue: _____

Source(s) of lease payments: _____

Professionals Hired and Quoted Fees and Expenses:

UNDERWRITER:

| | | |
|------------|----------|-------------------|
| Takedown | \$ _____ | \$ _____ /\$1,000 |
| Management | \$ _____ | \$ _____ /\$1,000 |
| Risk | \$ _____ | \$ _____ /\$1,000 |
| Expenses | \$ _____ | \$ _____ /\$1,000 |
| TOTAL | \$ _____ | \$ _____ /\$1,000 |

BOND COUNSEL:

Fee \$ _____ Expenses \$ _____ TOTAL \$ _____

SPECIAL TAX COUNSEL: _____

Fee \$ _____ Expenses \$ _____ TOTAL \$ _____

TRUSTEE: _____

Commitment Fee \$ _____ Expenses \$ _____
Annual Fee: \$ _____ or as % of outstanding principal balance: _____

FINANCIAL ADVISOR: _____

Fee \$ _____ Expenses \$ _____ TOTAL \$ _____

OTHER (Provide name of firm): _____

Service Provided: _____ Fee: \$ _____ Expenses: _____

OTHER (Provide name of firm): _____

Service Provided: _____ Fee: \$ _____ Expenses: _____

OTHER (Provide name of firm): _____

Service Provided: _____ Fee: \$ _____ Expenses: _____

Project Information

Provide a detailed description of the project(s). Address whether capital facilities are to be constructed or acquired; services to be provided; or products to be developed, produced, manufactured. Include estimated total cost and the estimated useful life of the project. Explain the nature, need and purpose of the project(s).

Was this project submitted to the Long-Range Capital Planning Commission? If so, please provide the project number. If not submitted to LRCPC, explain why.

Attachments

Please attach all applicable items and indicate below.

- [] Letter from body approving the lease purchase agreement (Board, Commission, Regents, etc.). Institutions of higher education must submit a letter (or extract of minutes) signifying approval by governing Regents and a letter indicating review by the Chancellor for Higher Education.
- [] Letter from legal counsel stating that there is no litigation pending or threatened relating to outstanding or proposed obligations or to the lessee's authority to enter into any agreement necessary to complete the proposed transaction
- [] Draw schedule: a listing of month-by-month amounts anticipated to be drawn down to meet construction/project schedule.
- [] If College or University, complete and attach Form BO-7 (Outstanding Lease Purchase Debt Information).
- [] If applicable, a completed copy of Central Purchasing or Construction & Properties Requisition, Justification, etc.
- [] If proposing to acquire computer or telecommunications equipment by lease purchase, submit a letter from the Office of State Finance Information Services Division (or successor entity) stating compliance with budget work program and 62 O.S., Sections 41.5(j) and 41.5(m). Institutions of Higher Education are also subject to this provision, unless equipment is for 100% instructional purposes.