

The 90-Day Multifamily Acquisition Roadmap

From Initial Analysis to Keys in Hand: A Strategic Execution Plan

Phase 1: Foundation & The "Buy Box"

(Days 1–20)

- **Proof of Funds/Pre-Approval:** Secure a DSCR (Debt Service Coverage Ratio) pre-approval letter. Unlike traditional loans, this focuses on the property's income, not just yours.
 - **The Buy Box Definition:** Narrow your search by:
 - **Asset Class:** A (Turnkey), B (Minor updates), or C (Heavy value-add).
 - **Unit Count:** 2–4 (Residential financing) vs. 5+ (Commercial financing).
 - **Yield Requirements:** Minimum acceptable Cap Rate and Cash-on-Cash return.
 - **Market Selection:** Identify 2–3 sub-markets with positive rent growth and low vacancy.
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Phase 2: Deal Sourcing & Stress Testing

(Days 21–50)

- **The "Silent Market" Scan:** Review non-MLS sources—wholesaler lists, REO portals, and our proprietary "Private Preview" database.
 - **The 2-Minute Filter:** Run every potential deal through the *Deal Analyzer*. If it doesn't pencil out on "back of the napkin" math, we kill it immediately.
 - **The Deep Dive:** For "surviving" deals, we request the **T-12 (Trailing 12-month financials)** and the current **Rent Roll**.
 - **LOI Submission:** Submit Letters of Intent (LOIs) on the top 2 candidates to lock in the "Right of First Refusal."
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Phase 3: Due Diligence & Underwriting

(Days 51–75)

- **Physical Inspection:** Professional audit of "Big Ticket" items: Roof, HVAC, Main Sewer Line, and Foundation.
- **Financial Audit:** Verify reported income against bank deposits and lease agreements. Identify "leaky" expenses (e.g., owner paying for water in a market where tenants usually pay).
- **Appraisal & Environmental:** Coordinate with the lender for the commercial appraisal and Phase I environmental report (if 5+ units).

Phase 4: Closing & Asset Management

(Days 76–90)

- **Final Walkthrough:** Ensure occupancy hasn't shifted and no new damage has occurred.
- **Management Handover:** Interview and select property management (if not self-managing) and set up the portal for tenant payments.
- **Close of Escrow:** Review the Final Settlement Statement, wire remaining funds, and record the deed.

"Ready to start Day 1?"

Most investors get stuck in the 'Analysis Paralysis' of Phase 2. I specialize in moving clients through to Phase 4. Click [here](#) to book your 90-Day Strategy Session."