

Application Instructions

Please fill out the Business Application and Personal Finance statement on the next link– Please make sure to email the documents below along with the application. Once this is completed a Loan officer will reach out and contact you regarding your application.

Attach copies of the following documents:

- _____ Completed Application
- _____ Copy of ID
- _____ Current Year to Date Profit and Loss Statement
- _____ Previous 2 years' Business Tax Returns (if applicable)
- _____ Business Plan stating history of business, nature of expansion, marketing plan, Resume or Summary of each owner and supervisor's previous business experience and management capabilities, and a description of the Team.
- _____ Cash flow for the next 3 years
- _____ Personal financial statement for all owners of business
- _____ Previous 2 years' Personal Tax Returns
- _____ Copy of Business License
- _____ If Corporation, a copy of the By-Laws
- _____ If Limited Liability Company, a copy of the Operating Agreement
- _____ If Partnership copy of the Partnership Agreement
- _____ Copy of letter of commitment from other financing sources, including rate and terms of financing.
- _____ W-9
- _____ \$25 Application Fee per borrower