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"Financial Solutions Since 1998"

BUSINESS LOAN PACKAGING INFORMATION CHECKLIST

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| ___ Application | Completed <i>LoansForBusiness</i> loan application with bank, debt and business references for all owners. |
| ___ Project Costs | Detailed breakdown of total costs for project (i.e. leasehold improvements, equipment, inventory, etc) |
| ___ Resumes | Work history of all owners and key managers. |
| ___ Personal Financial Statement | All current assets and liabilities for each owner with 20% or more ownership to be signed and dated |
| ___ Personal Tax Returns (All pages including schedules) | Three most recent yearly personal federal tax returns (no state returns) for each borrower with 20% or more ownership. Include <i>all</i> pages of each return. |
| ___ Business Plan (1-2 pages) | Prepare a description of the company and what it does. Explain how the company will be managed, owner qualifications, and any future expansion plans. |
| ___ Income and Expense Projections & Assumptions To Projections | First three years income and expense projections for the business being purchased, or start up. First year month by month, years two and three annualized. |
| ___ Company Standing | Copy of Articles of Incorporation, DBA Statement, and / or the partnership agreement. |
| ___ Business Tax Returns (All pages including schedules) | The three most recent years of federal income tax returns (no state returns) <u>for the business being purchased and/or businesses you own 20% or more.</u> |
| ___ Business Interim Financial Statements | Most recent CPA or internally prepared month end and year to date interim income statements and balance sheets <u>for the business being purchased and/or businesses you own 20% or more.</u> |
| ___ Financial Account Statements | Last 3 months of Checking, Savings or Stock account statements showing the available equity to invest in the business you are purchasing. |
| ___ Miscellaneous | Name, address and account number for all outstanding loans. Attorney and Accountant names & addresses. Franchise Agreement, Lease, Year To Date Paystubs & LoansForBusiness.com checks. |