

# LOAN APPLICATION CHECKLIST

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**All applicants must present the following documents:**

Yes, Included	No, not applicable		<b>FINANTA use only</b> do not mark below
_____	_____	<b>Personal Tax Returns for 2007, 2008 &amp; 2009</b>	_____
_____	_____	<b>Lease Agreement</b>	_____
_____	_____	<b>Purchase Agreement</b>	_____
_____	_____	<b>Personal Balance sheet, one for each owner</b>	_____
_____	_____	<b>List of Collateral and estimated market value</b>	_____
_____	_____	<b>Business Licensing and Certification</b>	_____
_____	_____	<b>Proof of required Inspections</b>	_____
_____	_____	<b>Explanation of use of funds</b>	_____
_____	_____	<b>Cash Flow Projections (3 years), including worst case scenario</b>	_____
_____	_____	<b>Title Search/Title Insurance</b>	_____
_____	_____	<b>Business Insurance</b>	_____
_____	_____	<b>Property Insurance</b>	_____
_____	_____	<b>Life Insurance</b>	_____
_____	_____	<b>Credit Authorization Form</b>	_____
_____	_____	<b>Credit Report, \$15 per owner and/or spouse</b>	_____
_____	_____	<b>Proof of Legal Status in USA</b>	_____
_____	_____	<b>Bank Statements (3 months)</b>	_____
_____	_____	<b>Other: _____</b>	_____

**Start-up businesses must also present the following:**

_____	_____	<b>Complete Business Plan</b>	_____
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**Existing businesses must also present the following:**

_____	_____	<b>Business Financial Statements for 2009 and 2010</b>	_____
_____	_____	<b>Business Tax Returns for 2007, 2008 &amp; 2009, as applicable</b>	_____