

I/ We Intend to Apply For Joint Credit. _____ I/ We Do Not Intend to Apply for Joint Credit. _____

Officer Name:	Officer #:	Phone #:
Credit Union #:	Credit Union:	Approval Authority Level: Individual MBL Committee CU Board

To be completed by Borrower(s)

Purpose
The following information is needed to better understand the lending needs for your business.

Select all that apply.

General or Capital Expenditures	Business Improvements	Purchase an Existing Business	Purchase Price: _____
Startup	Refinance or Debt Consolidation	Purchase of Real Estate	Down Payment: _____
Working Capital (specify use): _____		Purchase Vehicle (please describe): _____	
Other: _____		Purchase Equipment (please describe): _____	

Modification to an existing Credit Union loan (excluding interest rate & fee changes) Existing loan #: _____
Change Requested (please describe): _____

Product
Tell us which loan product(s) will help you meet your business needs.

New	Increase	Renewal			
Product	Requested Interest Rate	Term (in months)	Amortization (in months)	Amount Requested	Monthly Payment Amount
Commercial Real Estate					
Construction & Development					
Line of Credit					
Equipment Loan					
Other:					

Business Information (Applicant/Borrower)
The following information is required to process your loan request(s). Please complete all sections.

Business Legal Name: _____

Doing Business as (DBA) Name, if any: _____	Primary Contact: _____		
Tax I.D. #: _____	Telephone #: _____	Email Address: _____	
Street Address (no P.O. Boxes): Own Rent	City: _____	State: _____	Zip Code: _____
Mailing Address (if different): _____	City: _____	State: _____	Zip Code: _____

Corporation Trust Limited Liability Company (LLC) Non-Profit Professional Association
 Sole Proprietorship Limited Partnership General Partnership LLP Other: _____

Does Business and/or Affiliates Have Any Existing Government Guaranteed Debt (SBA, USDA B&I, etc...)? Yes If Yes, please indicate total amount outstanding: _____
 Agency: _____ No

Date Business Established: _____	State of Incorporation: _____	Number of Employees After Financing _____
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Explain Nature of Business: _____

Real Estate Manufacturing Wholesale Retail Service Agricultural Construction Other

List any Affiliated Companies: _____

Business Ownership/Key Personnel (attach separate sheet if required)

Name:	Title:	# of years:	% ownership:	SSN #:	Authorized Signor: Yes No

Collateral to Secure your Small Business Loan

The following information will help us better understand the assets being pledged to secure your business loan request(s).

CHECK ONLY the following collateral that is being offered to secure your Small Business loan request(s). Current Value, Lien(s), description & owner name(s) are required for all pledged collateral.

Collateral	Current Value	Current Lien(s) <small>(Amount Outstanding/To Whom Payable)</small>	Describe Collateral <small>(If real estate also provide address)</small>	Owner Name(s)
CD Savings				
Marketable Securities				
Equipment New Used				
Vehicle New Used				
Accounts Receivable				
Inventory				
Owner Occupied Real Estate Residential Commercial				
Investment Real Estate Residential Commercial Mixed Use Raw Land Other				

Business Obligations/Deposit Relationships

The following information is required to process your application & will help us get a complete view of your current banking relationships.

Include all business loans & business deposit relationships (including existing accounts with Credit Union). Do not include rent on office space or other facilities. (Attach additional sheets if necessary.) * **Please indicate in the first column below which obligations are being refinanced with this application.**

Business Obligations Only

Business Deposit Relationships

*	Creditor	Loan Type	Current Balance	Monthly Payment	Collateral		Deposit Type	Bank Name	Current Balance
							CHK SAV		
							CHK SAV		
							CHK SAV		
							CHK SAV		

Declarations

The following questions are required to process your Small Business loan request.

Please provide details on an additional page to any question with a YES response.

Is the applicant party to any lawsuit or subject to outstanding judgments? **Yes No**

Is the applicant party to taxes or credit obligations past due? **Yes No**

If yes, to Whom Payable:

Amount:

Has the applicant ever filed personal bankruptcy or served as an officer in a company that declared bankruptcy? **Yes No**

Is the applicant presently under indictment or probation or parole, or ever been charged or convicted for any criminal offense other than a minor motor vehicle violation? **Yes No**

Is the applicant a political party, a campaign, a candidate, a public official or foreign political official or an immediate family member of such an official, or a business entity formed by or for the benefit of any public official? **Yes No**

If yes, name, relationship, & position of official:

Is the applicant or an owner an employee of Credit Union or one of its affiliates? **Yes No**

If yes, name of employee:

Any of gross annual revenue of business is derived from Gambling? **Yes No**

If yes, what type of Gambling does the applicant participate in?

Amount:

Credit Application Checklist

CU Employee must initial next to each line item to validate that they have supplied the required documentation. If any items are omitted reasons why must be included.

Employee Initials	Required Documentation	Reasons for Omission
	Member Business Loan Application – Fully Completed signed & dated.	
	Attached sheet providing details to Declaration questions answered YES on page 2.	
	Copy of Purchase & Sales Agreement/Bill of Sale, if applicable.	
	For investment real estate transactions, a schedule of all property owned showing year purchased, purchase price, outstanding loans & payments, & gross rents & expenses.	
	For all applicants except non-profits a Personal Financial Statement must be completed by all owners.	

Employee Initials	Required Financial Documentation	Score	Limited	Full	Reasons for Omission
	One (1) year current business federal tax return (complete with all schedules) or Accountant prepared Financial Statement.	X			
	One (1) year personal federal tax return - Complete with all schedules for each owner/guarantor.	X			
	Interim YTD business financial statement (balance sheet & income statement) if the application date is more than (six) 6 months beyond fiscal year end.		X	X	
	Two (2) year current business federal tax return (complete with all schedules) or Accountant prepared Financial Statement.		X		
	Accounts Receivable aging report if loan is for working capital purposes or secured by accounts receivable.		X	X	
	Two (2) year personal federal tax return - Complete with all schedules for each owner/guarantor.		X		
	Three (3) year current business federal tax return (complete with all schedules) or Accountant prepared Financial Statement.			X	
	Three (3) year personal federal tax return - Complete with all schedules for each owner/guarantor.			X	

Is This Loan HMDA Reportable? yes _____ No _____ If yes, Please Fill Out HMDA Addendum.

Right to a Copy of Appraisal

We may order an appraisal to determine the property's value and charge you for this appraisal. In the event the property is a 1 to 4 family residential property, we will promptly give you a copy of any such appraisal, even if your loan does not close.

Representation

The undersigned certifies that I intend to apply for Credit in the manner indicated in this application and certify that everything stated in this application and on any attachment is correct. The Lender may keep this application whether or not it is approved. I certify that the credit being applied for will be used for business purposes. My signature also certifies that the information on this application and all supporting documents is true, that my intent is to apply for business purpose credit in which the use of the proceeds will not be used to secure a dwelling or for home improvements, and that I am aware that this application is not a commitment to lend. Applicant may be required to submit additional information to process this request for credit. My signature authorizes and requests Lender to share the information provided on this application, together with the results of this investigation of the credit and financial condition of the company and each applicant, with the U.S. Small Business Administration ("SBA") and/or Business Alliance Financial Services, LLC ("CUSO") in order to allow Lender and CUSO to offer the credit product best suited to the company and each of the owner's/guarantor's financing needs.

Name of Business (please print) Name _____

Name of Authorized Signer (please print) _____ Authorized Signature _____

Date: _____

To Be Completed By Credit Union Employee (use additional page if necessary)

Owner/Guarantor:

Form of ID:

ID Number:

Expiration Date:

Initials of Credit Union Employee Verifying ID: