

Document Checklist Term Loans

1. Company documents
 - Articles of Organization or Articles of Incorporation
 - IRS Assignment of EIN
 - Operating Agreement or Bylaws (not required if single member)
 - Driver's License for all members or managers
 - SSN, phone number, & email address for all members or managers
2. Driver's License for all guarantors
3. 3 years of Personal Tax Returns
4. Personal Financial Statement
5. 3 years of Business Tax Returns
6. Debt Schedule
7. Inventory Listing (if applicable)
8. Accounts Receivable Aging (if applicable)
9. Balance Sheet & Income Statement for business (year to date)