

LENDER REQUIREMENTS FOR EXISTING OR EXPANDING BUSINESS

Requirements may differ for types of businesses and lenders.

- Credit rating (Beacon score) greater than 650.
- Able to invest a minimum of 20% cash of total funds needed.
- Have sufficient debt free collateral to assign for amount of loan.
- Current personal financial statement of each owner. No older than 30 days. Lender provides forms.
- History and description of business.
- Description of project necessitating new funding.
- Project cost with bids and quotes. If applicable, quotes on construction (include architecture and engineering fees) or renovations, leasehold improvements, machinery and equipment inventory.
- For SBA guarantees and loan programs, Statement of Personal History (SBA Form 912) for each owner/borrower, officer (if incorporated), partner (if partnership).
- Résumé for each of the above and key personnel.
- Profit and Loss Statement for previous three years.
- Current balance sheet and operating statement (no more than 90 days). May require aging of accounts receivables and accounts payables as of same date.
- Projected balance sheet and profit and loss for at least the first two years (suggested monthly for first year).
- Projected cash flow statement for two years (can use SBA Form 1100) (suggested monthly for first year).
- Copies of customer sales contracts or purchase orders, if applicable.
- Schedule of business debt with original balance, current balance, payment terms, status and security.
- If a franchise, franchise agreement. SBA checks the Franchise Registry to see if the franchise is approved. May require a Uniform Franchise Offering Circular (UFOC).
- If incorporated, Resolution of Board of Directors to borrow funds.
- If incorporated, copy of Articles of Incorporation.
- Sales contracts or lease agreements if applicable.
- Appraisal acceptable to lender and/or if applicable intermediary.
- Last three years of personal tax returns of all owners.
- Last three years of business tax returns.
- If applicable, environmental impact studies (soil testing, wetlands, wildlife).
- If required by lender, a detailed business plan containing company, product, market, promotion, competition and personnel information.