



## COMMERCIAL LOAN APPLICANT CHECKLIST

- Company web site \_\_\_\_\_
- Brief history of Company
- Description of products or services provided by your company
- Tax ID# \_\_\_\_\_
- Structure of Company
  - Proprietorship
  - Partnership
  - Corporation
    - C Corp
    - S Corp
- Articles of Incorporation / Organization / Partnership Agreement- Signed
- Beneficial Owner of Legal Entity:  
Name of Controlling Person: \_\_\_\_\_
- Ownership percentage breakdown of company
  - % \_\_\_\_\_ Name:
  - % \_\_\_\_\_ Name:
  - % \_\_\_\_\_ Name:
  - % \_\_\_\_\_ Name:
- Three years fiscal year end financial statements for company
  - Current year interim statements
- Most recent 3 years tax returns for company
- Current personal financial statement for each principal – signed
- Most recent 3 years personal tax return & W-2's for each principal
- Projections:
  - Monthly for upcoming year
  - Annually for three years
- Current account receivable listing / aging
- List of customers accounting for more than 10% of sales or accounts receivable
- Current payable listing / aging
- If financing is for business purchase, include copy of the LOI or Purchase Agreement showing purchase price & other pertinent details
- Description of additional collateral which will be pledged to secure the transaction.

**\*\*Flagship Bank Customer Identification Program (CIP) requires IRS Tax Identification for all Borrowers, Guarantors and Beneficial Owners of Legal Entities of 25% or more along with a copy of Government Issued Photo ID as applicable\*\***

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