

Commercial Loan Checklist

Financing as simple as 1-2-3...

- 1 Complete the enclosed loan application.
- 2 Gather the required information.
- 3 Present all of the above to a Loan Officer at your convenience for processing.

The following documents are required when applying for a commercial loan at American Pride Bank:

- Personal financial statements** on all guarantors/principles
- Two years income tax return** on business & guarantors/principles
- Updated **profit & loss & previous two year-end statements**
- Sales contract & legal description** for real estate loans
- Cost estimates** for project/proposals
- Projections** for business purchases
- Sole Proprietorship (DBA)**
 - Sole proprietorship resolution
 - Copy of business license (if applicable)
 - SSN of owner (and if issued the EIN for business)
- Partnership**
 - Partnership resolution
 - Copy of TIN certificate issued by IRS or other correspondence from IRS that includes the TIN or a copy of a tax return filed by the business
 - Partnership agreement
- Limited Liability Company (LLC)**
 - Limited Liability Company resolution
 - Evidence of existence (may be obtained from Sec. of State's website)
 - Operating agreement (if available)
 - Articles of organization
 - Copy of TIN certificate issued by IRS or other correspondence from IRS that includes the TIN, or a copy of a tax return filed by the business
- Corporation** (for profit or non-profit)
 - Corporate resolution
 - Evidence of corporate existence
 - Articles of incorporation
 - Copy of TIN certificate issued by IRS or other correspondence from IRS that includes the TIN, or a copy of a tax return filed by the business
 - Minutes of meeting identifying authorized individuals (for non-profit)
- Unincorporated Organization**
 - Organization resolution
 - TIN of the organization or SSN of organization member opening the account
 - Minutes of meeting identifying authorized individuals