



## Business Loan Application

**Applicant Name:** \_\_\_\_\_  
**Trade Name(if different)** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Tax ID #:** \_\_\_\_\_  
**Date Business Established** \_\_\_\_\_  
**Date Current Ownership Established** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**FAX:** \_\_\_\_\_

**Business Type:**  Sole Proprietor  Corporation  LLC  Partnership      Number of Employees \_\_\_\_\_

**Affiliates:** Does the business or the owners have any interest in any other business as owner, principal, partner or manager Yes \_\_\_  
 No \_\_\_ (if yes, please provide details)      Number of affiliate employees \_\_\_\_\_

**Ownership:** Name \_\_\_\_\_ % Name \_\_\_\_\_ %  
 Name \_\_\_\_\_ % Name \_\_\_\_\_ %

**Loan Amount:** \$ \_\_\_\_\_ **Request:**  Vehicle/Term Loan  Mortgage  Line of Credit

**Purpose of Loan:** \_\_\_\_\_ **Description of Collateral:** \_\_\_\_\_

**Business Description:** \_\_\_\_\_

<b>Business Debt:</b> Furnish details on all business debts. (Attach schedule if needed) Indicate by (*) items to be paid by loan proceeds.								
Lender	Purpose	Orig. Date	Current Bal.	Int. Rate	Mat. Date	Payment	Collateral	Status

Have the borrowers, principals, partners or guarantors ever defaulted on a loan?      \_\_\_ Yes \_\_\_ No  
 Are any debts or other obligations of the borrowers, principals or guarantors past due?      \_\_\_ Yes \_\_\_ No  
 Do the borrowers, principals, partners or guarantors have other credit applications in process or pending?      \_\_\_ Yes \_\_\_ No

**Additional Information Required:**

- \_\_\_ Personal Financial Statement of owner(s)
- \_\_\_ Personal Federal Tax Returns of owner(s) - three Years
- \_\_\_ Business Federal Tax Returns or Financial Statements - three Years
- \_\_\_ Year to date Income Statement (include prior year comparison, if available)
- \_\_\_ Year to date Balance Sheet (If not available, please complete the attached balance sheet provided by Greylock.)
- \_\_\_ Debt Schedule Form
- \_\_\_ Verification of down payment.

Please also provide the following if checked off by Greylock Federal Credit Union.

- \_\_\_ Two years Income and Expense projections. Provide Balance Sheet as of startup date.
- \_\_\_ Purchase and Sale Agreement
- \_\_\_ Equipment listing (If required, please complete the attached equipment list form provided by Greylock.)
- \_\_\_ Accounts Receivable and Payable Agings (include name, date received, current amounts, 30-59 days, 60+)
- \_\_\_ Business and Marketing Plan
- \_\_\_ If purchasing an existing business, please provide last three years of signed business tax returns and year to date profit and loss statement and balance sheet.
- \_\_\_ List of sources and uses of funds including loan proceeds.
- \_\_\_ Other: \_\_\_\_\_



BORROWER AUTHORIZATION/CERTIFICATION

An investigation may be made as to the credit standing of all individuals seeking credit. By signing this application, I/We authorize the Lender to order a consumer credit report and verify other credit information.

I/We fully understand that it is a Federal crime punishable by fine or imprisonment, or both, to knowingly make any false statements when applying for this loan, as applicable under the provisions of Title 18, United States Code, Section 1014.

I/We acknowledge that I/we received a copy of this application.

IMPORTANT: Read these directions before completing the attached Application

Signature(s):

[ ] If you are applying for an individual account in your own name and are relying on your income or assets and not the income or assets of another person as the basis for repayment of the credit request, please sign below.

Applicant's Printed Name

Applicant's Signature

Date

[ ] If you are applying for a joint credit request or an account that you and another person will use please have all applicants sign below.

Applicant's Printed Name

Applicant's Signature

Date

Co-Applicant's Printed Name

Co-Applicant's Signature

Date

APPRAISAL NOTICE

If your loan will be secured by a 1st mortgage on a residential dwelling consisting of 1 to 4 units we may order an appraisal to determine the property's value and assess a fee for costs associated with obtaining this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close. You can pay for an additional appraisal for your own use at your own cost.

**INFORMATION FOR GOVERNMENT MONITORING PURPOSES:  
MUST BE COMPLETED FOR ALL 1-4 FAMILY RESIDENTIAL DWELLING REQUESTS**

**The purpose of collecting this information** is to help ensure that all applicants are treated fairly and that the housing needs of communities and neighborhoods are being fulfilled. For residential mortgage lending, Federal law requires that we ask applicants for their demographic information (ethnicity, sex, and race) in order to monitor our compliance with equal credit opportunity, fair housing, and home mortgage disclosure laws. You are not required to provide this information, but are encouraged to do so. You may select one or more designations for "Ethnicity" and one or more designations for "Race." **The law provides that we may not discriminate** on the basis of this information, or on whether you choose to provide it. However, if you choose not to provide the information and you have made this application in person, Federal regulations require us to note your ethnicity, sex, and race on the basis of visual observation or surname. The law also provides that we may not discriminate on the basis of age or marital status information you provide in this application. If you do not wish to provide some or all of this information, please check below.

<b>APPLICANT:</b>	<b>CO-APPLICANT</b>
<b>Ethnicity: - check one or more</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Mexican <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Cuban <input type="checkbox"/> Other Hispanic or Latino – <i>Print origin, for example Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on:</i> <hr/> <input type="checkbox"/> Not Hispanic or Latino <input type="checkbox"/> I do not wish to provide this information	<b>Ethnicity: - check one or more</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Mexican <input type="checkbox"/> Puerto Rican <input type="checkbox"/> Cuban <input type="checkbox"/> Other Hispanic or Latino – <i>Print origin, for example Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on:</i> <hr/> <input type="checkbox"/> Not Hispanic or Latino <input type="checkbox"/> I do not wish to provide this information
<b>Race: - check one or more</b> <input type="checkbox"/> American Indian or Alaska Native – <i>Print name of enrolled or principal tribe:</i> <hr/> <input type="checkbox"/> Asian <input type="checkbox"/> Asian Indian <input type="checkbox"/> Chinese <input type="checkbox"/> Filipino <input type="checkbox"/> Japanese <input type="checkbox"/> Korean <input type="checkbox"/> Vietnamese <input type="checkbox"/> Other Asian – <i>Print race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on:</i> <hr/> <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Guamanian or Chamorro <input type="checkbox"/> Samoan <input type="checkbox"/> Other Pacific Islander – <i>Print race, for example, Fijian, Tongan, and so on:</i> <hr/> <input type="checkbox"/> White <input type="checkbox"/> I do not wish to provide this information	<b>Race: - check one or more</b> <input type="checkbox"/> American Indian or Alaska Native – <i>Print name of enrolled or principal tribe:</i> <hr/> <input type="checkbox"/> Asian <input type="checkbox"/> Asian Indian <input type="checkbox"/> Chinese <input type="checkbox"/> Filipino <input type="checkbox"/> Japanese <input type="checkbox"/> Korean <input type="checkbox"/> Vietnamese <input type="checkbox"/> Other Asian – <i>Print race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on:</i> <hr/> <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Guamanian or Chamorro <input type="checkbox"/> Samoan <input type="checkbox"/> Other Pacific Islander – <i>Print race, for example, Fijian, Tongan, and so on:</i> <hr/> <input type="checkbox"/> White <input type="checkbox"/> I do not wish to provide this information
<b>Sex:</b> <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> I do not wish to provide this information	<b>Sex:</b> <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> I do not wish to provide this information
<b>To Be Completed by Financial Institution:</b> <input type="checkbox"/> Ethnicity of the Borrower was collected on the basis of visual observation or surname <input type="checkbox"/> Sex of the Borrower was collected on the basis of visual observation or surname <input type="checkbox"/> Race of the Borrower was collected on the basis of visual observation or surname	<b>To Be Completed by Financial Institution:</b> <input type="checkbox"/> Ethnicity of the Borrower was collected on the basis of visual observation or surname <input type="checkbox"/> Sex of the Borrower was collected on the basis of visual observation or surname <input type="checkbox"/> Race of the Borrower was collected on the basis of visual observation or surname
<b>The Demographic Information was provided through:</b> <input type="checkbox"/> Face to Fact Interview <input type="checkbox"/> Telephone Interview <input type="checkbox"/> Fax or Mail <input type="checkbox"/> Email or Internet	



**CREDIT DENIAL**

If your application for business credit is denied, you have the right to a written statement of the specific reasons for the denial. To obtain the statement, please contact the credit union at (address) within 60 days from the date you are notified of our decision. The Lender will send you a written statement of the specific reasons for the denial within 30 days of receiving your request for the statement.

**NOTICE:** The federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants based on race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract), because all or part of the applicant's income derives from any public assistance program, or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is:

**NATIONAL CREDIT UNION ADMINISTRATION**  
**Office of Consumer Protection**  
**1775 Duke Street**  
**Alexandria, VA 22314**  
**Phone: (703) 518-6300**

**FOR CREDIT UNION USE ONLY**

**APPLICATION RECEIVED:**

Date Application Received: \_\_\_\_\_  
 Date Application Completed: \_\_\_\_\_

Loan Originator's Signature	Date
<b>X</b>	
Loan Originator's Name (print or type)	Loan Originator's NMLS #

**When applicable, Lender should mark box if the application was not taken face-to-face and based on oral conversation with the applicant(s), it is the intent of the applicant(s) to apply for joint credit.** Lender *Initials* \_\_\_\_\_

**FINANCIAL INFORMATION NEEDED:**

- Personal Financial Statement on Individual(s)  Received  N/A
- Personal Tax Return w/ K1's on Individual(s)  Received  N/A
- CPA Prepared Business Financial Statement(s)  Received  N/A
- Business Tax Return(s) w/ Debt Schedule(s)  Received  N/A
- Statement of Depreciable Assets w/ Debt Schedule(s)  Received  N/A