

ATTACHMENTS

1. Personal financial statement for each principal.
2. Resume of each principal.
3. Business financial statements for previous three years (earnings and balance statements or income tax returns on business income).
4. Current (not more than 60 days) balance sheet and income statements.
5. Business plan including projections of cash flow - year 1 by month and years 2 and 3 by year.

Principals

Indicate here the names (full first name and middle initial) and addresses of all shareholders, partners, or owners of the borrowing entity and their status or connection with the business. Include both husbands and wives if applicable.

<u>NAME</u>	<u>ADDRESS</u>	<u>STATUS</u> (Shareholder, Partner, etc.)

Collateral

Complete the sections applicable to loan

	<u>RLF PRIORITY</u>		<u>COMMENT</u>
	<u>1ST</u>	<u>2ND</u>	
() Accounts Receivable	()	()	_____
() Inventory	()	()	_____
() Machinery/Equipment	()	()	Include specific list of machinery & equipment
() Real Estate	()	()	_____
Borrower owns Real Estate			
() Outright			_____
() As a Land Contract Purchaser (include copy of land contract)			

With all real estate loans, the street address and a complete legal description of the property involved must be provided. The legal description should come from a copy of the Borrower's deed or title insurance policy and a description from the tax assessment records should be obtained only as a last resort.

() Life Insurance Amount Required \$ _____

With all loans secured by life insurance, a copy of the policy(ies) containing the following information must be obtained and submitted at least one week prior to closing.

Name of Insured
Name of Beneficiary
Full Amount of Insurance
Name of Insurance Company
Policy Number

Above information () has / () has not been requested of Borrower.

Other Collateral _____ () () _____
_____ () () _____

Hazard Insurance

All loans secured by physical collateral must be covered by appropriate hazard insurance with the RLF noted on the policy as a Lien holder and loss payee. A copy of the insurance policy or binder must be obtained and submitted at least one week prior to the closing containing the following information:

Name of Insurance Company
Type of Coverage
Amount of Coverage
RLF Endorsement as Lien holder and Loss Payee

Above information () has / () has not been requested of Borrower.

Other Supporting Documents

() Guarantee () Secured () Unsecured

Indicate here the names (full first and middle initial) and address of all guarantors. Include both husbands and wives if applicable.

NAME

ADDRESS

Indicate here the collateral for any guarantee that is secured. If secured by real estate, the same information must be obtained as previously noted for Borrower-owned real estate.

Include both husbands and wives if applicable.

NAME OF GUARANTOR

COLLATERAL

Debt to be Subordinated

Indicate here the amount of any debt to be subordinated to the RLF Loan

Include both husbands and wives if applicable.

NAME OF LENDER

AMOUNT OF DEBT TO BE SUBORDINATED

In the case of all subordinated debt, a copy of the original debt instrument must be obtained and submitted at least one week prior to the closing. The original debt instrument itself should also be available at closing to be held by the RLF while the loan is outstanding.

Above information has / has not been requested of Borrower.

Financial Statements

Financial Statements Required

- Monthly
- Quarterly
- Annually

CPA Prepared yes no