

Business Loan Application Requirements (general list)

1. **Minimum 20%** (down payment) equity injection into business or deal
2. Copies 3 years of personal tax returns including all schedules on all owners/principals
3. Copies 3 years of business tax returns on your business or the business to be purchased
4. Personal financial statement completed on all owners (signed and dated)
5. Copy of buy/sell agreement for the business to be purchased
6. Copy of sales invoice if purchasing vehicle or equipment
7. Listing of all assets to be purchased with values
8. Should a business (i.e. LLC, Partnership, Corporation) be formed, we will need a copy of the articles of incorporation or operating agreement depending on what type of entity is formed, the tax ID number, and the business will need to be filed with the Secretary of State
9. **(IF A START-UP)** A business plan detailing all aspects of the business to be formed (i.e. purpose, loan request, ownership/management, location, competition, projections i.e. balance sheet and income statement for the first two years) Please utilize you accountant, attorney, www.sba.gov, or Small Business Dev. Ctr. (330-746-3350) for guidance and/or assistance.
10. Other information may be required as well